



NOTICE OF AWARD

State Of Missouri
Office Of Administration
Division Of Purchasing
PO Box 809
Jefferson City, MO 65102-0809
<http://oa.mo.gov/purchasing>

SOLICITATION NUMBER	CONTRACT TITLE
RFPS30034901700042	Alternatives to Abortion Program Services
CONTRACT NUMBER	CONTRACT PERIOD
CS170042008	February 1, 2017 through June 30, 2017
REQUISITION/REQUEST NUMBER	SAM II VENDOR NUMBER/MissouriBUYS SYSTEM ID
NR 300300700001	43145462800/MB00094144
CONTRACTOR NAME AND ADDRESS	STATE AGENCY'S NAME AND ADDRESS
MOTHERS REFUGE 14400 E 42ND ST S STE #220 INDEPENDENCE MO 64055-4871	Office of Administration Commissioner's Office State Capitol Building, Room 125 Jefferson City MO 65101

ACCEPTED BY THE STATE OF MISSOURI AS FOLLOWS:

The proposal submitted by Mother's Refuge in response to Solicitation Opportunity OPP No. RFPS30034901700042 is accepted in its entirety. The maximum annual total price available for fiscal year 2017 for Geographic Region 3 is \$151,193.00; the prorated total price for the above-referenced contract period is \$62,997.08.

BUYER	BUYER CONTACT INFORMATION
Julie Kleffner	Email: Julie.Kleffner@oa.mo.gov Phone: (573) 751-7656 Fax: (573) 526-9816
SIGNATURE OF BUYER	DATE
	1-25-17
DIRECTOR OF PURCHASING	
Karen S. Boeger	



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR BEST AND FINAL OFFER (BAFO)
FOR REQUEST FOR PROPOSAL (RFP)

BAFO REQUEST NO.: 002

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042

TITLE: Alternatives to Abortion Program Services

ISSUE DATE: 10/18/16

REQ NO.: NR 300 300700001

BUYER: Julie Kleffner

PHONE NO.: (573) 751-7656

E-MAIL: Julie.Kleffner@oa.mo.gov

BAFO RESPONSE SHOULD BE RETURNED BY: 10/25/16 AT 5:00 PM CENTRAL TIME

MAILING INSTRUCTIONS: Print or type RFP Number and Return Due Date on the lower left hand corner of the envelope or package. Sealed BAFOs should be in Division of Purchasing office (301 W High Street, Room 630) by the return date and time.

(U.S. Mail) RETURN BAFO RESPONSE TO: PURCHASING PO BOX 809 JEFFERSON CITY MO 65102-0809	or (Courier Service) PURCHASING 301 WEST HIGH STREET, RM 630 JEFFERSON CITY MO 65101-1517
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CONTRACT PERIOD: Effective Date of Contract Through June 30, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office of Administration
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original RFP as modified by any previously issued RFP addendums and by this and any previously issued BAFO requests. The vendor agrees that the language of the original RFP as modified by any previously issued RFP addendums and by this and any previously issued BAFO requests shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri.

SIGNATURE REQUIRED

VENDOR NAME Mother's Refuge	MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN) 94144
MAILING ADDRESS 14400 E. 42nd St. S., Suite, #220	
CITY, STATE, ZIP CODE Independence, MO 64055	

CONTACT PERSON Robert Zornes	EMAIL ADDRESS Robert@MothersRefuge.org
PHONE NUMBER 816.353.8070	FAX NUMBER 816.353.2850
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE) <input type="checkbox"/> Corporation <input type="checkbox"/> Individual <input type="checkbox"/> State/Local Government <input type="checkbox"/> Partnership <input type="checkbox"/> Sole Proprietor <input checked="" type="checkbox"/> IRS Tax-Exempt	
AUTHORIZED SIGNATURE 	DATE October 19, 2016
PRINTED NAME Robert E. Zornes	TITLE Executive Director



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR BEST AND FINAL OFFER (BAFO)
FOR REQUEST FOR PROPOSAL (RFP)

BAFO REQUEST NO.: 001

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042

TITLE: Alternatives to Abortion Program Services

ISSUE DATE: 09/27/16

REQ NO.: NR 300 300700001

BUYER: Julie Kleffner

PHONE NO.: (573) 751-7656

E-MAIL: Julie.Kleffner@oa.mo.gov

BAFO RESPONSE SHOULD BE RETURNED BY: October 4, 2016 AT 5:00 PM CENTRAL TIME

MAILING INSTRUCTIONS: Print or type RFP Number and Return Due Date on the lower left hand corner of the envelope or package. Sealed BAFOs should be in Division of Purchasing office (301 W High Street, Room 630) by the return date and time.

RETURN BAFO RESPONSE TO:	(U.S. Mail)	(Courier Service)
	PURCHASING	PURCHASING
	PO BOX 809	301 WEST HIGH STREET, RM 630
	JEFFERSON CITY MO 65102-0809	JEFFERSON CITY MO 65101-1517

CONTRACT PERIOD: Effective Date of Contract Through June 30, 2017

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Jefferson City MO 65101

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SIGNATURE REQUIRED

VENDOR NAME	MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)
Mother's Refuge	94144
MAILING ADDRESS	
14400 E. 42 nd St. S., Suite #220	
CITY, STATE, ZIP CODE	
Independence, MO 64055	

CONTACT PERSON	EMAIL ADDRESS				
Robert Zornes	Robert@MothersRefuge.org				
PHONE NUMBER	FAX NUMBER				
816.353.8070	816.353.2850				
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)					
<input type="checkbox"/> Corporation	<input type="checkbox"/> Individual	<input type="checkbox"/> State/Local Government	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	<input checked="" type="checkbox"/> IRS Tax-Exempt
AUTHORIZED SIGNATURE		DATE			
		September 28, 2016			
PRINTED NAME	TITLE				
Robert E. Zornes	Executive Director				

MOTHER'S REFUGE

BEST AND FINAL OFFER REQUEST LIST RESPONSE

BAFO NO. 002 FOR RFP RFP5300349017400042

1. IDENTIFIED DEFICIENCIES AND AREAS OF CONCERN/CLARIFICATION:

- 1.1 See attached Revised Pricing Page with completed table for Non-Residential Services, Price per Client per Month at \$2,150.33 for Region 3, according to Paragraph 4.1.4 of the RFP.
- 1.2 Mother's Refuge understands and is in agreement that the administration of medication services is not considered TANF allowable services, pursuant to paragraph 2.11 of the RFP. Mother's Refuge will not invoice for such services pursuant to paragraph 2.11.5 of the RFP.
- 1.3 Mother's Refuge indicates understanding and agreement with paragraph 2.10.8 of the RFP. Changes have been made as the designated "Credentialed Case Manager" as Kimberlee Peppers who meets the criteria stated in Paragraph 2.10.1.a – "Case Manager with a Bachelor's Degree in Psychology." Please see the attached Revised Exhibit E Pages 18 – 19 for Kimberlee Peppers.

In response to BAFO No. 002, the Title of Position was also revised for Julie Johnson as the Non-Credentialed Case Manager in accordance with paragraph 2.10.1.b states "Non-credentialed Case Manager...shall possess...A minimum of 30 earned semester hours from an accredited college or university in...Sociology." Please see the attached Revised Exhibit E Pages 20-21 for Julie Johnson.

EXHIBIT E Continued**EXPERTISE OF KEY PERSONNEL**

Title of Position: <u>Credentialed Case Manager & Program Manager</u> Geographic Region(s): <u>Geographic Region 3</u>	
Name of Person:	Kimberlee Peppers
Educational Degree (s): include college or university, major, and dates	Bachelor of Science in Psychology, Southwest Baptist University, May 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Med Tech Certification – Expires 3/2017 CPR and First Aid Certification – Expires 7/2017
Specialized Training Completed.	Adoption Specialist Training, Homeless Youth Services, Suicide Prevention, Client Boundaries, SIDS, Adolescent & Infant Care, Family & Group Dynamics, Domestic Violence & Child Abuse Prevention, Crisis Intervention, Developmental Needs, Child Passenger Safety, Cultural Diversity
# of years experience in area of service proposed to provide:	13 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 2 years as Program Manager and worked as the Case Manager for 2 years.
Describe this person's responsibilities over the past 12 months.	Ms. Peppers is responsible for overseeing daily operations at the shelter. She ensures all clients are receiving the services they need daily by the Case Manager, Education Coordinator and Direct Care staff. She also directly oversees that all programs are implemented and supervises staff members. Ms Peppers will conduct all Credentialed Case Management duties for the Alternatives to Abortion grant.
Previous employer(s), positions, and dates	2012 – 2014 Vera Lloyd Presbyterian Home, Family Teacher 2011 – 2012 Drumm Farm for Children, Family Teacher 2007 – 2008 Family and Parenting Development, Parent Aid
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	Foster Parent, Drumm Farm for Children 2011-2012. She lived with 8 girls in foster care and served as a nurturing direct care provider for the physical and emotional needs.
✓ Family/marital counseling	2007-2008 Parent Aide, Family and Parenting Development - counseled with parents and their children regarding communication, proper discipline
✓ Social work	2012-2014 Vera Lloyd Presbyterian Home, Family Teacher. Typed and submitted all monthly treatment plans to Probation Officers for juveniles at the home. Scheduled & lead monthly staff meeting regarding client treatment and progress.

Title of Position: <u>Credentialed Case Manager & Program Manager</u> Geographic Region(s): <u>Geographic Region 3</u>	
<p>2003-2005 Mother's Refuge, Case Manager. Responsible for individual client treatment plans, goal setting and accessing community resources.</p>	
<input checked="" type="checkbox"/> Case management	<p>2012-2014 Vera Lloyd Presbyterian Home, scheduled all medical, dental and psychological appointments for juveniles. Ensured they went to all appointments, maintained all client documents and paperwork.</p> <p>2003-2005 Mother's Refuge, Case Manager. Individual case management for pregnant and parenting young moms and babies.</p>
<input checked="" type="checkbox"/> Program administration	<p>2014-Current, Mother's Refuge, Program Manager. Responsible for program administration for homeless shelter for pregnant and parenting young moms and babies. Oversee all programs, daily activities, clients and staff members.</p>

EXHIBIT E Continued**EXPERTISE OF KEY PERSONNEL**

Title of Position: <u>Non-Credentialed Case Manager</u>	
Geographic Region(s): <u>Geographic Region 3</u>	
Name of Person:	Julie Johnson
Educational Degree (s): include college or university, major, and dates	Bachelor of Science in Sociology, Central Missouri State University, July 1989. Teacher Education Program, Central Missouri State University, August 1999.
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR and First Aid Certification – Expires 7/2017 Med Tech Certification – Expires 9/2016
Specialized Training Completed.	Adoption Specialization, Residential Treatment Training, Suicide Prevention, SIDS Training, Car Seat Safety, Child Abuse Prevention, Trauma Life Course Certification, Pregnancy & Post-partum Training, Cultural Diversity Training, Developmental Needs & Child Management Techniques, Domestic Violence
# of years experience in area of service proposed to provide:	7 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 7 years.
Describe this person's responsibilities over the past 12 months.	Ms. Johnson is responsible for all case management activities. She will be responsible for all non-credentialed case management activities for the Alternatives to Abortion grant.
Previous employer(s), positions, and dates	2006-2009 Mother's Day Out, Daycare Provider 2000-2009 Blue Springs School District, Substitute Teacher 1998-2000 St. John LaLande, Daycare Provider
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	1998-2000, St. John LeLande, provided direct care and teaching for children 0-5 years of age. 2000-2009, Blue Springs School District, provided early childhood learning as a teacher 2006-2009, Mother's Day Out, provided direct care and teaching for children 0-5 years of age. 2009-Present, Mother's Refuge, provide care, learning opportunities and staff/parent training for children 0-2 years of age.
✓ Family/marital counseling	2009-Present, Mother's Refuge, work with clients and their families for reunification, also worked with pregnant and parenting young women and the baby's father to establish parenting plans.

Title of Position: <u>Non-Credentialed Case Manager</u>	
Geographic Region(s): <u>Geographic Region 3</u>	
✓ Social work	2009-Present, Mother's Refuge, responsible for the accuracy and progress of treatment plans for clients.
✓ Case management	2009-Present, Mother's Refuge, responsible for individualized case management activities for homeless, pregnant and parenting young women and infants.
✓ Program administration	2009-Present, Mother's Refuge responsible for client program goals and outcomes.

PRICING PAGE**Pricing Table Revised by Addendum #1**

Line Item	Geographic Region	Original Contract Period Maximum Annual Total Price (based upon a 12-month period)	Minimum Annual Total Price Required to Provide Services (based upon a 12-month period)	Non-Residential Services, Price Per Client, Per Month	Residential Care Services, Price Per Client, Per Month
1	1	\$ _____	\$ _____	\$ _____	\$ _____
2	2	\$ _____	\$ _____	\$ _____	\$ _____
3	3	\$ 151,193.00	\$ _____	\$ 2,150.33	\$ 3,225.50
4	4	\$ _____	\$ _____	\$ _____	\$ _____
5	5	\$ _____	\$ _____	\$ _____	\$ _____
6	6	\$ _____	\$ _____	\$ _____	\$ _____
7	7	\$ _____	\$ _____	\$ _____	\$ _____
8	8	\$ _____	\$ _____	\$ _____	\$ _____
9	9	\$ _____	\$ _____	\$ _____	\$ _____

Jeremiah W. (Jay) Nixon
Governor



Doug Nelson
Commissioner

State of Missouri
OFFICE OF ADMINISTRATION
Division of Purchasing
301 West High Street, Room 630
Post Office Box 809
Jefferson City, Missouri 65102-0809
(573) 751-2387 Fax: (573) 526-9816
TTD: (800) 735-2966 Voice: (800) 735-2466
<http://oa.mo.gov/purchasing>

Karen S. Boeger
Director

October 18, 2016

Robert Zornes
Mother's Refuge
14400 E. 42nd St. S, Suite #220
Independence MO 64055

Via e-mail: Robert@MothersRefuge.org

Dear Mr. Zornes:

Best and Final Offer (BAFO) #001 request for Alternatives to Abortion Program Services was issued on September 27, 2016. On September 29, 2016, an e-mail was issued by Jason Kolks advising Mother's Refuge the BAFO #001 request for RFPS30034901700042 was indefinitely extended. With the exception to the revisions to RFPS30034901700042, BAFO #001 is hereby cancelled in its entirety.

In accordance with paragraph 3.2 of RFPS30034901700042, this letter shall constitute a second official request by the State of Missouri to enter into competitive negotiations with your company. Included with this letter are two (2) attachments.

One attachment is a new complete copy of the RFP that includes changes to the RFP as a result of the BAFO #001 request as well as additional changes to the RFP as a result of BAFO #002 request.

The RFP includes Best and Final Offer #002 (BAFO #002) as the cover page. Be sure to have an authorized representative of your organization complete and sign the BAFO #001 and BAFO #002 cover pages and return with your BAFO response.

Another attachment is the BAFO #002 Request List which supersedes the BAFO Request List issued with BAFO #001. The BAFO #002 Request List includes a list of areas identified in your proposal as concerns, areas requiring clarifications, and areas of deficiency, which may not comply with the requirements of the RFP.

In your response to BAFO #002, you may make any modification, addition, or deletion deemed necessary to your proposal. However, it is not necessary for you to resubmit your entire proposal. Only the signed BAFO #002 Forms, any response to the BAFO #002 Request List, and any portions of your proposal that are being revised as a result of this request for a Best and Final Offer need to be submitted.

Furthermore, please understand that your response to this BAFO request is your final opportunity to ensure that (1) all mandatory requirements of the RFP have been met, (2) all RFP requirements are adequately described since all areas of the proposal are subject to evaluation, and (3) this is your best offer, including a reduction or other change to pricing. Also, ensure your response to this BAFO request addresses the latest version of each paragraph/exhibit of the RFP.

You are requested to respond to this BAFO request by submitting a written, sealed "Best and Final Offer" BY 5:00 PM CENTRAL TIME ON October 25, 2016 to:

Attention: Julie Kleffner
Division of Purchasing
301 West High Street, Truman Building, Room 630
Jefferson City, MO 65101

The outside of the packet containing the BAFO response needs to state, "BAFO for RFPS30034901700042" on the lower left corner. Please include the original plus three (3) copies (for a total of four (4) documents) of your response. Faxed or e-mailed responses are not acceptable.

You are reminded that pursuant to section 610.021, RSMo, proposal documents including any best and final offer documents are considered closed records and shall not be divulged in any manner until after a contract is executed or all proposals are rejected. Furthermore, you and your agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all questions or comments regarding the RFP, the evaluation, etc. to me, as the buyer of record. Neither you nor your agents may contact any other state employee regarding any of these matters during the negotiation and evaluation process. Inappropriate contacts or release of information about your proposal or BAFO are grounds for suspension and/or exclusion from specific procurements.

If you have any questions regarding this BAFO request, please contact me at (573) 751-7656 or e-mail me at Julie.Kleffner@oa.mo.gov.

Sincerely,



Julie Kleffner

c: Evaluation Team
RFPS30034901700042

Attachments: Best and Final Offer Request List
RFP including BAFO form

MOTHER'S REFUGE

BEST AND FINAL OFFER REQUEST LIST

BAFO NO. 002 FOR RFP RFPS30034901700042

1. IDENTIFIED DEFICIENCIES AND AREAS OF CONCERN/CLARIFICATION:

1.1 The Pricing Page of the RFP instructed the vendor to complete the table on the Pricing Page for each region proposed. Paragraph 4.1.4 of the RFP states, "Non-Residential Services, Price Per Client Per Month – The vendor shall provide a price per client, per month for providing all services to clients in a non-residential setting, including assistance provided for emergency shelter housing/housing in accordance with the provisions and requirements herein. *NOTE: In the event the vendor will provide the client with a non-residential care referral, the vendor is still required to submit a price per client, per month*".

Mother's Refuge failed to provide a price per client, per month for Non-Residential Services for Geographic Region 3.

In order to be compliant, Mother's Refuge must provide price per client, per month for Non-Residential Services for Geographic Region 3 with the BAFO response.

1.2 Paragraph 2.11.5 of the RFP states, "TANF Quarterly Expenditure Report - The contractor (subrecipient) shall ensure that only TANF-allowable services are submitted on their quarterly expenditure report due to the state agency on the 15th day of the first month following the end of each quarter (October 15th, January 15th, April 15th, and July 15th) (refer to Attachment 5)."

Paragraph 2.1.5 of the RFP states, "For purposes of the contract, the following services have been determined TANF-allowable:

- a. Parenting Skills Classes;
- b. Child Care;
- c. Housing Assistance (clients are limited to three [3] months of rent or mortgage assistance in a twelve [12] month period);
- d. Residential care;
- e. Emergency shelter;
- f. Utilities (clients are limited to three [3] months of utility assistance in a twelve [12] month period);
- g. Job Training and Placement;
- h. Education Services;
- i. Establishing and Promoting Responsible Paternity;
- j. Case Management Services;
- k. Transportation; and
- l. Supplies."

Mother's Refuge states on page 31 of the response, "Mother's Refuge case manager will ensure the provision of pregnancy-related health care costs for prenatal visits, routine laboratory testing during the prenatal period and all care for pregnancy-related conditions. It will also cover the above for prenatal/delivery including the initial hospital visit, delivery and post-partum care."

Additionally, Mother's Refuge indicates on page 5 of the response that it has provided "administration of medications".

With the BAFO response, Mother's Refuge is requested to indicate understanding and agreement the administration of medication services are not considered TANF allowable services, pursuant to paragraph 2.11 of the RFP. Therefore, pursuant to paragraph 2.11.5 of the RFP, Mother's Refuge cannot invoice for such services.

- 1.3 The field of study for Julie Johnson, Credentialed Case Manager, may not meet the education requirements.

Paragraph 2.10.8 of the RFP states, "The award of a contract does not constitute agreement or represent any form of approval that the personnel identified in the contractor's awarded proposal comply with the Personnel Requirements stated herein. In the event the contractor's personnel are found not to be compliant with the Personnel Requirements, the contractor must replace any personnel with personnel that meet the Personnel Requirements.

With the BAFO response, Mother's Refuge is requested to indicate understanding and agreement with paragraph 2.10.8 of the RFP.

Jeremiah W. (Jay) Nixon
Governor



Doug Nelson
Commissioner

State of Missouri
OFFICE OF ADMINISTRATION
Division of Purchasing
301 West High Street, Room 630
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TTD: (800) 735-2966 Voice: (800) 735-2466
<http://oa.mo.gov/purchasing>

Karen S. Boeger
Director

September 27, 2016

Robert Zornes
Mother's Refuge
14400 E. 42nd St. S, Suite #220
Independence MO 64055

Via e-mail: Robert@MothersRefuge.org

Dear Mr. Zornes:

In accordance with paragraph 3.2 of RFPS30034901700042 for Alternative to Abortion Program Services, this letter shall constitute an official request by the State of Missouri to enter into competitive negotiations with Mother's Refuge. Included with this letter are two attachments.

One attachment is a complete copy of the RFP, including revisions to the RFP. The cover page of the attached RFP is the Best and Final Offer #001 form. This BAFO #001 form must be completed, signed by an authorized representative of your organization, and returned with your BAFO response. Signing the BAFO #001 form confirms your understanding and agreement to comply with the provisions and requirements of the RFP as modified by any previously issued RFP amendments by this request for a BAFO.

Another attachment is the Best and Final Offer (BAFO) Request List which identifies areas of concern with your proposal, areas of your proposal needing clarification, and areas of deficiency which may not comply with the requirements of the RFP. However, please understand that the State of Missouri is under no obligation to advise you of any or all of these areas and makes no claim related thereto.

In your response to this Best and Final Offer, you may make any modification, addition, or deletion deemed necessary to your proposal. However, please be advised that it is not necessary for you to resubmit your entire proposal. Only the signed BAFO #001 form, your response to the BAFO Request List, and any portions of your proposal that are being revised as a result of this request for a Best and Final Offer need be submitted. Your BAFO response is your final opportunity to ensure that (1) all mandatory requirements of the RFP have been met, (2) all RFP requirements are adequately described since all areas of the proposal are subject to evaluation, and (3) this is your best offer, including a reduction or other change to pricing.

You are requested to respond to this request for a BAFO by submitting a written, sealed "Best and Final Offer" by 5:00 p.m. Central Time on October 4, 2016 to:

Attention: Julie Kleffner
Division of Purchasing
301 West High Street, Truman Building, Room 630
Jefferson City, MO 65101-1517

The outside of the packet containing the BAFO response needs to state, "BAFO for RFPS30034901700042" on the lower left corner. Please include the **original plus five (5) copies (for a total of six (6) documents)** of your response. In addition, the offeror should provide one (1) copy of the response in a Microsoft compatible format on a CD(s) or flash drive. Faxed or e-mailed responses are not acceptable.

You are reminded that pursuant to section 610.021, RSMo, proposal documents including any best and final offer documents are considered closed records and shall not be divulged in any manner until after a contract is executed or all proposals are rejected. Furthermore, you and your agents (including subcontractors, employees, consultants, or anyone else acting on their behalf) must direct all questions or comments regarding the RFP, the evaluation, etc. to me, as the buyer of record. Neither you nor your agents may contact any other state employee regarding any of these matters during the negotiation and evaluation process. Inappropriate contacts or release of information about your proposal or BAFO are grounds for suspension and/or exclusion from specific procurements.

If you have any questions regarding this BAFO request, please contact me at (573) 751-7656 or e-mail me at julie.kleffner@oa.mo.gov. Your efforts in working with the State of Missouri to ensure a thorough evaluation of your proposal are sincerely appreciated.

Sincerely,



Julie Kleffner

c: Evaluation Team
RFPS30034901700042

Attachments: Best and Final Offer Request List
RFP including BAFO #001 form

MOTHER'S REFUGE

BEST AND FINAL OFFER REQUEST LIST

BAFO NO. 001 FOR RFP RFPS30034901700042

1. IDENTIFIED DEFICIENCIES AND AREAS OF CONCERN/CLARIFICATION:

1.1 The Pricing Page of the RFP instructed the vendor to complete the table on the Pricing Page for each region proposed. Paragraph 4.1.4 of the RFP states, "Non-Residential Services, Price Per Client Per Month – The vendor shall provide a price per client, per month for providing all services to clients in a non-residential setting, including assistance provided for emergency shelter housing/housing in accordance with the provisions and requirements herein".

Mother's Refuge failed to provide a price per client, per month for Non-Residential Services for Geographic Region 3.

In order to be compliant, Mother's Refuge must provide price per client, per month for Non-Residential Services for Geographic Region 3 with the BAFO response.

1.2 Paragraph 2.11.5 of the RFP states, "TANF Quarterly Expenditure Report - The contractor (subrecipient) shall ensure that only TANF-allowable services are submitted on their quarterly expenditure report due to the state agency on the 15th day of the first month following the end of each quarter (October 15th, January 15th, April 15th, and July 15th) (refer to Attachment 5)."

Paragraph 2.1.5 of the RFP states, "For purposes of the contract, the following services have been determined TANF-allowable:

- a. Parenting Skills Classes;
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- f. Utilities (clients are limited to three [3] months of utility assistance in a twelve [12] month period);
- g. Job Training and Placement;
- h. Education Services;
- i. Establishing and Promoting Responsible Paternity;
- j. Case Management Services;
- k. Transportation; and
- l. Supplies."

Mother's Refuge states on page 31 of the response, "Mother's Refuge case manager will ensure the provision of pregnancy-related health care costs for prenatal visits, routine laboratory testing during the prenatal period and all care for pregnancy-related conditions. It will also cover the above for prenatal/delivery including the initial hospital visit, delivery and post-partum care."

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With the BAFO response, Mother's Refuge is requested to indicate understanding and agreement the administration of medication services are not considered TANF allowable services, pursuant to paragraph 2.11 of the RFP. Therefore, pursuant to paragraph 2.11.5 of the RFP, Mother's Refuge cannot invoice for such services.

- 1.3 The field of study for Julie Johnson, Credentialed Case Manager, may not meet the education requirements.

Paragraph 2.10.8 of the RFP states, "The award of a contract does not constitute agreement or represent any form of approval that the personnel identified in the contractor's awarded proposal comply with the Personnel Requirements stated herein. In the event the contractor's personnel are found not to be compliant with the Personnel Requirements, the contractor must replace any personnel with personnel that meet the Personnel Requirements.

With the BAFO response, Mother's Refuge is requested to indicate understanding and agreement with paragraph 2.10.8 of the RFP.



STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR PROPOSAL (RFP)

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042
TITLE: Alternatives to Abortion Program Services
ISSUE DATE: 07/15/16

REQ NO.: NR 300 3000700001
BUYER: Julie Kleffner
PHONE NO.: (573) 751-7656
E-MAIL: Julie.Kleffner@oa.mo.gov

RETURN PROPOSAL NO LATER THAN: August 26, 202016 AT 2:00 PM CENTRAL TIME (END DATE)

VENDORS ARE ENCOURAGED TO RESPOND ELECTRONICALLY THROUGH
[HTTPS://MISSOURIBUYS.MO.GOV](https://missouribuys.mo.gov) BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

MAILING INSTRUCTIONS: Print or type Solicitation/OPP Number and End Date on the lower left hand corner of the envelope or package. Delivered sealed proposals must be in the Purchasing office (301 W High Street, Room 630) by the return date and time.

RETURN PROPOSAL TO:	(U.S. Mail) PURCHASING PO BOX 809 JEFFERSON CITY MO 65102-0809	or	(Courier Service) PURCHASING 301 WEST HIGH STREET, RM 630 JEFFERSON CITY MO 65101-1517
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CONTRACT PERIOD: Effective Date of Contract through May 31, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all requirements and specifications contained herein and the Terms and Conditions Request for Proposal (Revised 10/19/15). The vendor further agrees that the language of this RFP shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri. The vendor shall understand and agree that in order for their proposal to be considered for evaluation, they must be registered in MissouriBUYS. If not registered at time of proposal opening, the vendor must register in MissouriBUYS upon request by the state immediately after proposal opening.

SIGNATURE REQUIRED

VENDOR NAME	MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)	
Mother's Refuge	94144	
MAILING ADDRESS		
14400 E. 42 nd St. S., Suite #220		
CITY, STATE, ZIP CODE		
Independence, MO 64055		

CONTACT PERSON	EMAIL ADDRESS				
Robert Zornes	Robert@MothersRefuge.org				
PHONE NUMBER	FAX NUMBER				
816.353.8070	816.353.2850				
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)					
<input type="checkbox"/> Corporation	<input type="checkbox"/> Individual	<input type="checkbox"/> State/Local Government	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	<input checked="" type="checkbox"/> IRS Tax-Exempt
AUTHORIZED SIGNATURE		DATE			
		August 9, 2016			
PRINTED NAME		TITLE			
Robert E. Zornes		Executive Director			

Mother's Refuge
Solicitation/Opportunity NO: RFPS30034901700042
TITLE: Alternatives to Abortion Program

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STATE OF MISSOURI
OFFICE OF ADMINISTRATION
DIVISION OF PURCHASING (PURCHASING)
REQUEST FOR PROPOSAL (RFP)

ADDENDUM NO.: 1

SOLICITATION/OPPORTUNITY (OPP) NO.: RFPS30034901700042

TITLE: Alternatives to Abortion Program Services

ISSUE DATE: 08/11/16

REQ NO.: NR 300 300700001

BUYER: Julie.kleffner@oa.mo.gov

PHONE NO.: (573) 751-7656

E-MAIL: Julie.Kleffner@oa.mo.gov

RETURN PROPOSAL NO LATER THAN: August 26, 2016 AT 2:00 PM CENTRAL TIME (END DATE)

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[HTTPS://MISSOURIBUY.S.MO.GOV](https://MISSOURIBUY.S.MO.GOV) BUT MAY RESPOND BY HARD COPY (See Mailing Instructions Below)

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RETURN PROPOSAL AND ADDENDUM(S) TO:

(U.S. Mail)	(Courier Service)
PURCHASING	PURCHASING
PO BOX 809	301 WEST HIGH STREET, ROOM 630
JEFFERSON CITY MO 65102-0809	JEFFERSON CITY MO 65101-1517

CONTRACT PERIOD: Effective Date of Contract Through May 31, 2017

DELIVER SUPPLIES/SERVICES FOB (Free On Board) DESTINATION TO THE FOLLOWING ADDRESS:

Office of Administration
Commissioner's Office of Administration
State Capitol Building, Room 125
Jefferson City MO 65101

The vendor hereby declares understanding, agreement and certification of compliance to provide the items and/or services, at the prices quoted, in accordance with all terms and conditions, requirements, and specifications of the original RFP as modified by this and any previously issued RFP addendums. The vendor should, as a matter of clarity and assurance, also sign and return all previously issued RFP addendum(s) and the original RFP document. The vendor agrees that the language of the original RFP as modified by this and any previously issued RFP addendums shall govern in the event of a conflict with his/her proposal. The vendor further agrees that upon receipt of an authorized purchase order from the Division of Purchasing or when a Notice of Award is signed and issued by an authorized official of the State of Missouri, a binding contract shall exist between the vendor and the State of Missouri. The vendor shall understand and agree that in order for their proposal to be considered for evaluation, they must be registered in MissouriBUYS. If not registered at time of proposal opening, the vendor must register in MissouriBUYS upon request by the state immediately after proposal opening.

SIGNATURE REQUIRED

VENDOR NAME	MissouriBUYS SYSTEM ID (SEE VENDOR PROFILE - MAIN INFORMATION SCREEN)
Mother's Refuge	94144
MAILING ADDRESS	
14400 E. 42 nd St. S., Suite #220	
CITY, STATE, ZIP CODE	
Independence, MO 64055	

CONTACT PERSON	EMAIL ADDRESS
Robert Zornes	Robert@MothersRefuge.org
PHONE NUMBER	FAX NUMBER
816.353.8070	816.353.2850

VENDOR TAX FILING TYPE WITH IRS (CHECK ONE)					
<input type="checkbox"/> Corporation	<input type="checkbox"/> Individual	<input type="checkbox"/> State/Local Government	<input type="checkbox"/> Partnership	<input type="checkbox"/> Sole Proprietor	<input checked="" type="checkbox"/> IRS Tax-Exempt
AUTHORIZED SIGNATURE			DATE		
			August 11, 2016		
PRINTED NAME			TITLE		
Robert E. Zornes			Executive Director		

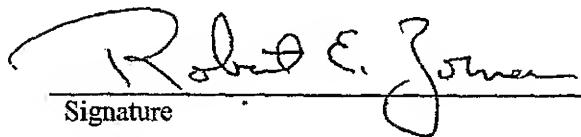
EXHIBIT A**CERTIFICATION REGARDING COMPLIANCE WITH SECTION 188.325, RSMO**

Regarding performing, inducing, or assisting in the performing or inducing of or referring for abortions

The vendor certifies, by submission of the proposal and by signing below, that the vendor is not an organization, or an affiliate of organizations, that "perform or induce, assist in the performing or inducing of or refer for abortions".

Robert E. Zornes, Executive Director

Name and Title of Authorized Representative



Signature

Apr 10, 2016

Date

PRICING PAGE**Pricing Table Revised by Addendum #1**

Line Item	Geographic Region	Original Contract Period Maximum Annual Total Price (based upon a 12-month period)	Minimum Annual Total Price Required to Provide Services (based upon a 12-month period)	Non-Residential Services, Price Per Client, Per Month	Residential Care Services, Price Per Client, Per Month
1	1	\$ _____	\$ _____	\$ _____	\$ _____
2	2	\$ _____	\$ _____	\$ _____	\$ _____
3	3	\$ 151,193.00	\$ _____	\$ _____	\$ 3,225.50
4	4	\$ _____	\$ _____	\$ _____	\$ _____
5	5	\$ _____	\$ _____	\$ _____	\$ _____
6	6	\$ _____	\$ _____	\$ _____	\$ _____
7	7	\$ _____	\$ _____	\$ _____	\$ _____
8	8	\$ _____	\$ _____	\$ _____	\$ _____
9	9	\$ _____	\$ _____	\$ _____	\$ _____

Note to B&F/O (R)

EXHIBIT B**VENDOR INFORMATION**

The vendor should provide the following information about the vendor's organization:

1. **Provide a brief company history, including the founding date and number of years in business as currently constituted.**

Since 1987, Mother's Refuge has been a loving home to homeless, pregnant and parenting women 21-years of age and younger. By providing a physical place to live through pregnancy and up to one-year postpartum, Mother's Refuge has been a true alternative to abortion for at-risk young ladies facing an unplanned pregnancy for the past 29 years.

Our mission statement is to "*shelter and educate homeless, pregnant and parenting young women by providing comprehensive services, empowering them to make successful life decisions for themselves and their babies.*" We have provided a safe and loving home, including utilities, transportation, food, administration of medications, group pregnancy and parenting classes, clothing, coordinated health advocacy, and case management for more than 1,500 at-risk young women and babies.

2. **Describe the nature of the vendor's business, type of services performed, etc. Identify the vendor's website address, if any.**

Mother's Refuge is one of the few maternity homes licensed by the state of Missouri to house both pregnant and parenting teenagers and their babies. Our 29-year history of providing services for pregnant young women and babies demonstrates our commitment and stability to continue supporting this vulnerable population.

We provide nutritional food for breakfast, lunch, dinner and snacks. We provide transportation to school, GED, medical appointments, community resources, pregnancy and parenting classes and other mandatory appointments. Some of the required pregnancy and parenting classes our clients attend include SIDS, Safe Sleeping, Car Seat Safety, Breastfeeding, Nutrition, Parenting, The Importance of Bonding with Baby, Have a Healthy Baby, Baby Care, Bedtime Routine, Bath Safety, Nutrients for your Baby, and Child Abuse Prevention. Residents attend classes on personal hygiene, healthy relationships, domestic violence prevention, women's health issues, career building, budgeting and personal goal setting. They are taught how to be a responsible parent and how to take care of themselves and their homes. We conduct weekly tutoring sessions and closely monitor their school progress to ensure they are progressing in their educational experiences.

Our program criterion for potential clients is that they must be pregnant and have no safe place to reside. Homeless means parents, boyfriend or friends have asked them to leave; they have dysfunctional families; or have no parents or guardian. In most cases, they are fending on the streets by themselves. Their backgrounds vary, but most are from homes that include physical, emotional, sexual, drug, and alcohol abuse, prostitution or families involved in crime. They have run out of options or would not consider living in a shelter. Long-term care is crucial to make positive lifelong changes.

While in our program, young moms are required to continue their education and work towards improving their life situations. They must attend classes, progress through our Five-Step Empowerment program and participate in our Earn as You Learn Assimilated Money program.

We are committed to helping young moms through their unplanned pregnancy and to continue assisting them and their baby's post-partum. Residents may stay in our facility for up to one year after their babies are born. This important fact separates us from most facilities, not only in Missouri, but also in the United States. Most homes only allow the young women to stay a few weeks after delivery. We feel that this unique option makes Mother's Refuge a one-of-a-kind shelter in Missouri and contributes to our continued success. We provide case management and infant and personal supplies through our Aftercare Community Outreach program after the clients leave our facility. This allows us to monitor the well-being of the babies and mother for years to come.

Mother's Refuge can be found on the internet at www.MothersRefuge.org .

3. Provide a list of and a short summary of information regarding the vendor's current contracts for similar services.

Mother's Refuge receives funding through the Homeless Challenge Grant for \$15,000 per year through Jackson County. This contract is to provide bed nights for homeless, pregnant and parenting young women.

We have a contract with the State of Missouri to provide residential care for pregnant and parenting young women and their babies who are wards of the State of Missouri. We receive \$140 per day for shelter, food, transportation, clothing and other necessities and supplies.

4. List, identify, and provide reasons for each contract/client gained and lost in the past two (2) years.

Mother's Refuge has maintained the same contracts over the past two years and has not lost any to date to provide similar services.

5. In the table below, indicate if the vendor is a not-for-profit entity that promotes one or more of the following four (4) purposes established by Congress under 42 U.S.C. Section 601 of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996. If a not-for-profit entity, describe past experience relative to the four (4) purposes.

Not-for-profit entity that promotes one or more of the following (4) purposes: <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	
Purposes Identify specific information about experience:	Clearly identify and describe the experience
Providing assistance to needy families so that children may be cared for in their own homes or in the homes of relatives	We provide shelter for homeless, pregnant and parenting young women and help reunite parenting teenagers with their families, so they and their child can move back home and continue parenting. We also assist parenting young women to obtain permanent housing in order to parent their infant in a stable home environment.

Ending the dependence of needy parents on government benefits by promoting job preparation, work, and marriage	All pregnant and parenting young women are required to continue their formal education and are encouraged to obtain higher education. During their residential care, they participate in our Launch to Independence Life-skills program which is an Earn as you Learn based curriculum. They receive job preparation training, save 75% of earned income and learn about the benefits of family life in our self-esteem classes and activities.
Preventing and reducing the incidence of out-of-wedlock pregnancies and establishing annual numerical goals for preventing and reducing the incidence of these pregnancies	Mother's Refuge tries to reduce the incidence of out-of-wedlock pregnancies through our self-esteem classes and activities. We encourage young moms to set attainable short and long term goals for their education, finances and personal lives postponing future pregnancies.
Encouraging the formation and maintenance of two-parent families	Through our self-esteem and parenting classes, we encourage the formation and maintenance of two-parent families. If the father, is involved we invite him to participate in medical appointments, pregnancy and parenting activities. We also promote individual and family counseling.

6. **Describe the structure of the organization including any board of directors, partners, top departmental management, corporate organization, corporate trade affiliations, any parent/subsidiary affiliations with other firms, etc.**

Mother's Refuge Board of Directors is the governing body of Mother's Refuge which votes to approve financial goals, the annual budget, organizational and operational policies and procedures. Formally, they meet quarterly and informally several times throughout the year. The board currently consists of seven members: Cindy Cotterman, Board President; Ed Minor, Vice-President; Doug Horn, Secretary; Betty Allen, Treasurer; Ramona Cook, Member; Brett Gordon, Member; and David Domsch, Founding Board Member Emeritus.

The top departmental management consists of Robert Zornes, Executive Director; Angel McDonald, Program Director; Kimberlee Peppers, Program Manager; Julie Johnson, Case Manager; and Cassie Lara, Education Coordinator.

The Board of Directors and management work closely to utilize community resources for volunteers, teachers, fundraising events, field-specific expertise, training, and other activities. Some of the organizations we utilize are the University of Missouri Extension Program to teach nutrition classes, the Independence Health Department to teach on health related topics, the Keeler's Women Center for community classes, Harvesters to provide food and cooking classes, along with many others.

7. **Provide a list summarizing any pending or final legal proceedings involving you or your company that took place in any court of law, administrative tribunal or alternative dispute resolution process that was filed, settled or gone to final judgment within the last three (3) years. The summary need not disclose confidential information of a disputed allegation of fact or law, but must contain the allegations made and/or contested or findings of the court of law, tribunal or dispute resolution process. Failure to provide a full and accurate**

summary of legal proceedings may result in rejection of the proposal or termination of any subsequent contract.

There is no pending or any legal proceedings involving Mother's Refuge within the last three years.

EXHIBIT CCERTIFICATION REGARDING EXEMPTION FROM INCOME TAXATION

The vendor certifies, by submission of the proposal and by signing below, that the vendor is "exempt from income taxation pursuant to the United States Internal Revenue Code".

Robert E. Zornes, Executive Director

Name and Title of Authorized Representative

Signature

Aug 10, 2016,

Date

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Mother's Refuge</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Commissioner's Office, Office of Administration
Address of Reference Company/Client:	State Capitol Building, Room 125, Jefferson City, MO 65101
Reference Contact Person Name, Phone #, and E-mail Address:	Emily Kraft Phone: 573.751.8502 Email Address: Emily.Kraft@oa.mo.gov
Title/Name of Service/Contract	Alternative to Abortion Program
Dates of Service/Contract:	June 1, 2015 through September 30, 2016
If service/contract has terminated, specify reason:	End of Grant Cycle
Size of Service such as: <input checked="" type="checkbox"/> Number of Individuals Being Served <input checked="" type="checkbox"/> Total Annual Value/Volume	<ul style="list-style-type: none"> • We have served 17 pregnant young women during this contract period out of 48 total clients served by Mother's Refuge from June 1, 2015 thru July 31, 2016. • We provided 1,624 bed nights with comprehensive services from June 1, 2015 thru July 31, 2016. • We were awarded \$156,247.28 for June 1, 2015 – June 31, 2016 and another \$63,497.92 for a grant extension from July 1, 2016 – September 30, 2016 for a total amount awarded for this extended grant period of \$219,745.20.
Size of Service/Contract (in terms of vendor's total amount of business)	Mother's Refuge received 26% of total business amount from this program.
Description of Services Performed, such as: <input checked="" type="checkbox"/> Population Served <input checked="" type="checkbox"/> Type of Services Performed <input checked="" type="checkbox"/> Geographic Area Served <input checked="" type="checkbox"/> Vendor's specific duties and strategic objective	<ul style="list-style-type: none"> • Pregnant young women at risk of abortion. • Complete Residential Care Services, education, food, clothing, etc. • Jackson County, Missouri • To provide complete residential care for homeless, pregnant and parenting young women and their babies in order to prevent abortions.
Personnel Assigned to Service/Contract (include position title):	Robert Zornes, Executive Director

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Mother's Refuge</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	City of Independence, Missouri
Address of Reference Company/Client:	City of Independence, Missouri, Community Development Department, 111 E. Maple, Independence, MO 64050
Reference Contact Person Name, Phone #, and E-mail Address:	Cheryl Montenguise Phone: 816.325.7398 Email Address: cmontenguise@indepmo.org
Title/Name of Service/Contract	Community Development Block Grant
Dates of Service/Contract:	July 1, 2015 through June 30, 2016
If service/contract has terminated, specify reason:	End of contract period
Size of Service such as: <input checked="" type="checkbox"/> Number of Individuals Being Served <input checked="" type="checkbox"/> Total Annual Value/Volume	<ul style="list-style-type: none"> • We have served 54 homeless, pregnant young women and babies during this contract period. • We received \$7,000.00.
Size of Service/Contract (in terms of vendor's total amount of business)	We received 1% of our total amount of business through this contract.
Description of Services Performed, such as: <input checked="" type="checkbox"/> Population Served <input checked="" type="checkbox"/> Type of Services Performed <input checked="" type="checkbox"/> Geographic Area Served <input checked="" type="checkbox"/> Vendor's specific duties and strategic objective	<ul style="list-style-type: none"> • Homeless, pregnant and parenting young women and their babies. • Complete Residential Care Services, education, food, clothing, etc. • City of Independence, Missouri. • To provide direct care, utilities and comprehensive services in order to deliver complete residential care services for homeless, pregnant and parenting young women and their babies.
Personnel Assigned to Service/Contract (include position title):	Robert Zornes, Executive Director

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Mother's Refuge</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Jackson County Missouri Housing Resource Commission
Address of Reference Company/Client:	Jackson County Courthouse, 415 E. 12 th St., 2 nd Floor, Kansas City, MO 64106
Reference Contact Person Name, Phone #, and E-mail Address:	Cindy Wallace Phone: 816.881.3312 Email Address: CWallace@jacksongov.org
Title/Name of Service/Contract:	Jackson County Missouri Housing Resource Commission Contract
Dates of Service/Contract:	January 1, 2015 through December 31, 2015 (Have a current contract 1/1/16-12/31/16 also)
If service/contract has terminated, specify reason:	End of Grant Term but we have a new contract underway
Size of Service such as:	<ul style="list-style-type: none"> ✓ Number of Individuals Being Served ✓ Total Annual Value/Volume <ul style="list-style-type: none"> • We served 29 homeless, pregnant young women and babies thru this 2015 contract funding out of 52 total clients served during that time. • We received \$15,000.00 to provide residential care for homeless clients in Jackson County Missouri.
Size of Service/Contract (in terms of vendor's total amount of business)	We received 2.8% of our total amount of business through this contract.
Description of Services Performed, such as:	<ul style="list-style-type: none"> ✓ Population Served ✓ Type of Services Performed ✓ Geographic Area Served ✓ Vendor's specific duties and strategic objective <ul style="list-style-type: none"> • Homeless, pregnant and parenting young women 21 years of age and under and their babies. • Complete Residential Care Services, education, food, clothing, etc. • Jackson County, Missouri. • To provide bed nights and complete residential care for pregnant and parenting young women and their babies in Jackson County, Missouri.
Personnel Assigned to Service/Contract (include position title):	Robert Zornes, Executive Director

EXHIBIT D**CURRENT/PRIOR EXPERIENCE**

The vendor should copy and complete this form documenting the vendor and subcontractor's current/prior experience considered relevant to the services required herein. In addition, the vendor is advised that if the contact person listed for verification of services is unable to be reached during the evaluation, the listed experience may not be considered.

Vendor Name or Subcontractor Name: <u>Mother's Refuge</u> (if reference is for a Subcontractor):	
Reference Information (Current/Prior Services Performed For:)	
Name of Reference Company/Client:	Missouri Department of Social Services Children's Division
Address of Reference Company/Client:	205 Jefferson St., Jefferson City, MO 65103
Reference Contact Person Name, Phone #, and E-mail Address:	Stephanie M. Beck, Regional Licensing Consultant, Northwest Region Phone: 573.751.4954 or Cell: 816.225.1274 Email Address: Stephanie.M.Beach@dss.mo.gov
Title/Name of Service/Contract:	Residential Care License
Dates of Service/Contract:	July 1, 2015 through July 1, 2016
If service/contract has terminated, specify reason:	N/A
Size of Service such as: <input checked="" type="checkbox"/> Number of Individuals Being Served <input checked="" type="checkbox"/> Total Annual Value/Volume	<ul style="list-style-type: none"> • We served 8 pregnant teenagers and their babies in the State of Missouri custody during this contract period out of 54 total clients served during that time. • We provided 1,083 bed nights and comprehensive services to these clients. • We received \$87,253.02 to provide residential care for clients in the State of Missouri custody.
Size of Service/Contract (in terms of vendor's total amount of business)	During this license contract, we have received 7% of our total amount of business through clients in the State of Missouri custody.
Description of Services Performed, such as: <input checked="" type="checkbox"/> Population Served <input checked="" type="checkbox"/> Type of Services Performed <input checked="" type="checkbox"/> Geographic Area Served <input checked="" type="checkbox"/> Vendor's specific duties and strategic objective	<ul style="list-style-type: none"> • Pregnant and parenting young women 21 years of age and younger and their babies. • Complete Residential Care Services, education, food, clothing, etc. • The state of Missouri. • To provide complete residential care for pregnant and parenting young women and their babies.
Personnel Assigned to Service/Contract (include position title):	Robert Zornes, Executive Director

EXHIBIT E**EXPERTISE OF KEY PERSONNEL**

Title of Position: <u>Executive Director</u>	
Geographic Region(s): <u>Geographic Region 3</u>	
Name of Person:	Robert E. Zornes
Educational Degree (s): include college or university, major, and dates	Masters of Science in Counselor Education, Emporia State University, August 1980. Bachelor of Music Education, Evangel College, May 1978.
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR and First Aid Certification – Expires 5/2017 Med Tech Certification – Expires 3/2016
Specialized Training Completed.	Leaders Edge Training, Concepts for Effective Services Training, Adoption Training, Certified Executive Leader, Strengthening the Culture of Care Certification, Residential Training Certification.
# of years experience in area of service proposed to provide:	25 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 15 years.
Describe this person's responsibilities over the past 12 months.	Mr. Zornes oversees all program components, invoicing and documentation.
Previous employer(s), positions, and dates	1995-2001 RZ Enterprises, Owner 1993-1995 The Kirby Company, Area Distributor 1987-1997 The Light House, Inc., Executive Administrator 1981-1985, Northland Cathedral, Minister of Counseling
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	1987-1997 The Light House & 2001-Present, responsible for infant care and direct care early childhood training
✓ Family/marital counseling	1981-1985, Northland Cathedral, provided family counseling 1987-1997 The Light House & 2001-Present Mother's Refuge oversaw reunification for clients and their families and parenting plans for pregnant and parenting young women and the baby's father.
✓ Social work	1987-1997 The Light House & 2001-Present, responsible for the accuracy and progress of treatment plans for clients.
✓ Case management	1981-1985, Northland Cathedral, provided family counseling 1987-1997 The Light House & 2001-Present, responsible for overseeing all case management activities for homeless, pregnant and parenting young women and infants.

Title of Position:	Executive Director
Geographic Region(s): <u>Geographic Region 3</u>	
<input checked="" type="checkbox"/> Program administration	1981-1985, Northland Cathedral, responsible for program administration for family counseling 1987-1997 The Light House & 2001-Present, responsible for all program goals and outcomes, along with all components of program administration.

EXHIBIT E Continued**EXPERTISE OF KEY PERSONNEL**

Title of Position: <u>Program Director</u> Geographic Region(s): <u>Geographic Region 3</u>	
Name of Person:	Angel McDonald
Educational Degree (s): include college or university, major, and dates	Bachelor of Arts Psychology, University of Missouri- Kansas City, May 2007
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR and First Aid Certification – Expires 5/2017 Med Tech Certification – Expires 3/2016
Specialized Training Completed.	Practical Leadership, Adoption Liaison, Client Boundaries, SIDS, Suicide Prevention, Adolescent & Infant Care, Family & Group Dynamics, Domestic Violence & Child Abuse Prevention, Crisis Intervention, Developmental Needs, Child Passenger Safety, Cultural Diversity
# of years experience in area of service proposed to provide:	14 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 14 years.
Describe this person's responsibilities over the past 12 months.	Ms. McDonald is responsible for grant writing and reporting, program outcomes, donor relations, staff supervision and training, assistant to the Executive Director.
Previous employer(s), positions, and dates	2000-2002 KC Affordable Heat and Air, Office Manager 1997-2000 Domestic Management, Caregiver
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	2002-Present, Mother's Refuge, infant care and training 1997-2000, Domestic Management, infant and early childcare caregiver
✓ Family/marital counseling	2002-Present, Mother's Refuge, work with clients and their families for reunification, also worked with pregnant and parenting young women and the baby's father to establish parenting plans.
✓ Social work	2002-Present, Mother's Refuge, responsible for the accuracy and progress of treatment plans for clients.
✓ Case management	2002-Present, Mother's Refuge, responsible for overseeing all case management activities for homeless, pregnant and parenting young women and infants.
✓ Program administration	2002-Present, Mother's Refuge responsible for all program goals and outcomes, along with all components of program

Title of Position:	Program Director
Geographic Region(s):	Geographic Region 3
administration.	

WFB/AC/69
EXHIBIT E ContinuedEXPERTISE OF KEY PERSONNEL

Title of Position:	Program Manager
Geographic Region(s):	Geographic Region 3
Name of Person:	Kimberlee Peppers
Educational Degree (s): include college or university, major, and dates	Bachelor of Science in Psychology, Southwest Baptist University, May 2003
License(s)/Certification(s), #(s), expiration date(s), if applicable:	Med Tech Certification – Expires 3/2017 CPR and First Aid Certification – Expires 7/2017
Specialized Training Completed.	Adoption Specialist Training, Homeless Youth Services, Suicide Prevention, Client Boundaries, SIDS, Adolescent & Infant Care, Family & Group Dynamics, Domestic Violence & Child Abuse Prevention, Crisis Intervention, Developmental Needs, Child Passenger Safety, Cultural Diversity
# of years experience in area of service proposed to provide:	13 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 2 years as Program Manager and worked as the Case Manager for 2 years.
Describe this person's responsibilities over the past 12 months.	Ms. Peppers is responsible for overseeing daily operations at the shelter. She ensures all clients are receiving the services they need daily by the Case Manager, Education Coordinator and Direct Care staff. She also directly oversees that all programs are implemented and supervises staff members.
Previous employer(s), positions, and dates	2012 – 2014 Vera Lloyd Presbyterian Home, Family Teacher 2011 – 2012 Drumm Farm for Children, Family Teacher 2007 – 2008 Family and Parenting Development, Parent Aid
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
<input checked="" type="checkbox"/> Early childhood development	Foster Parent, Drumm Farm for Children 2011-2012. She lived with 8 girls in foster care and served as a nurturing direct care provider for the physical and emotional needs.
<input checked="" type="checkbox"/> Family/marital counseling	2007-2008 Parent Aide, Family and Parenting Development - counseled with parents and their children regarding communication, proper discipline
<input checked="" type="checkbox"/> Social work	2012-2014 Vera Lloyd Presbyterian Home, Family Teacher. Typed and submitted all monthly treatment plans to Probation Officers for juveniles at the home. Scheduled & lead monthly staff meeting regarding client treatment and progress. 2003-2005 Mother's Refuge, Case Manager. Responsible for individual client treatment plans, goal setting and accessing

Title of Position: <u>Program Manager</u>	
Geographic Region(s): <u>Geographic Region 3</u>	
✓ Case management	<p>community resources.</p> <p>2012-2014 Vera Lloyd Presbyterian Home, scheduled all medical, dental and psychological appointments for juveniles. Ensured they went to all appointments, maintained all client documents and paperwork.</p> <p>2003-2005 Mother's Refuge, Case Manager. Individual case management for pregnant and parenting young moms and babies.</p>
✓ Program administration	2014-Current, Mother's Refuge, Program Manager. Responsible for program administration for homeless shelter for pregnant and parenting young moms and babies. Oversee all programs, daily activities, clients and staff members.

REV 3/10
EXHIBIT E Continued**EXPERTISE OF KEY PERSONNEL**

Title of Position:	Credentialed Case Manager
Geographic Region(s):	Geographic Region 3
Name of Person:	Julie Johnson
Educational Degree (s): include college or university, major, and dates	Bachelor of Science in Sociology, Central Missouri State University, July 1989. Teacher Education Program, Central Missouri State University, August 1999.
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR and First Aid Certification – Expires 7/2017 Med Tech Certification – Expires 9/2016
Specialized Training Completed.	Adoption Specialization, Residential Treatment Training, Suicide Prevention, SIDS Training, Car Seat Safety, Child Abuse Prevention, Trauma Life Course Certification, Pregnancy & Post-partum Training, Cultural Diversity Training, Developmental Needs & Child Management Techniques, Domestic Violence
# of years experience in area of service proposed to provide:	7 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 7 years.
Describe this person's responsibilities over the past 12 months.	Ms. Johnson is responsible for all case management activities.
Previous employer(s), positions, and dates	2006-2009 Mother's Day Out, Daycare Provider 2000-2009 Blue Springs School District, Substitute Teacher 1998-2000 St. John LaLande, Daycare Provider
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	1998-2000, St. John LeLande, provided direct care and teaching for children 0-5 years of age. 2000-2009, Blue Springs School District, provided early childhood learning as a teacher 2006-2009, Mother's Day Out, provided direct care and teaching for children 0-5 years of age. 2009-Present, Mother's Refuge, provide care, learning opportunities and staff/parent training for children 0-2 years of age.
✓ Family/marital counseling	2009-Present, Mother's Refuge, work with clients and their families for reunification, also worked with pregnant and parenting young women and the baby's father to establish parenting plans.
✓ Social work	2009-Present, Mother's Refuge, responsible for the accuracy

Title of Position: <u>Credentialed Case Manager</u>	
Geographic Region(s): <u>Geographic Region 3</u>	
and progress of treatment plans for clients.	
<input checked="" type="checkbox"/> Case management	2009-Present, Mother's Refuge, responsible for individualized case management activities for homeless, pregnant and parenting young women and infants.
<input checked="" type="checkbox"/> Program administration	2009-Present, Mother's Refuge responsible for client program goals and outcomes.

EXHIBIT E Continued**EXPERTISE OF KEY PERSONNEL**

Title of Position: <u>Education Coordinator</u>	
Geographic Region(s): <u>Geographic Region 3</u>	
Name of Person:	Cassie Lara
Educational Degree (s): include college or university, major, and dates	Masters of Arts in Intercultural Studies, Nazarene Theological Seminary, August 2011. Bachelor of Arts in Christian Ministries, Northwest Nazarene University, August, 2008
License(s)/Certification(s), #(s), expiration date(s), if applicable:	CPR & First Aid Certification – Expires 5/16/17 Med Tech Certification – Expires 9/1/16
Specialized Training Completed.	Client Boundaries, SIDS, Suicide Prevention, Adolescent & Infant Care, Family & Group Dynamics, Domestic Violence & Child Abuse Prevention, Crisis Intervention, Developmental Needs, Child Passenger Safety, Cultural Diversity
# of years experience in area of service proposed to provide:	5 years of experience
Describe person's relationship to vendor. If employee, # of years. If subcontractor, describe other/past working relationships	Employee at Mother's Refuge for 5 years.
Describe this person's responsibilities over the past 12 months.	Ms. Lara is responsible for scheduling all classes, education opportunities, transportation and appointments.
Previous employer(s), positions, and dates	Mahoney's Pharmacy, Pharmacy Technician, 2010-2011 Macy's Department Store, Merchandising Support, 2009-2010
Identify specific information about experience in:	Clearly identify the experience, provide dates, describe the person's role and extent of involvement in the experience
✓ Early childhood development	2011-Present, Mother's Refuge, provides direct infant care and training, responsible for early childhood parenting education.
✓ Family/marital counseling	2011-Present, Mother's Refuge, works with mothers, fathers and families to establish reunification and parenting plans.
✓ Social work	2011-Present, Mother's Refuge, works with mothers, fathers and families to establish reunification and parenting plans.
✓ Case management	2011-Present, Mother's Refuge, works with Case Manager to establish and monitor education and personal goals and progress.
✓ Program administration	2011-Present, Mother's Refuge responsible for educational program goals and outcomes, along with components of program administration and reporting. Assists with grant writing and reporting.

EXHIBIT F**METHOD OF PERFORMANCE**

The vendor should present a written plan for performing the requirements specified in this Request for Proposal. In presenting such information, the vendor should specifically address each of the following issues:

1. **Identify the service location as well as any satellite locations. Describe the geographic proximity of the services being proposed to the majority of clients to be served. Describe how women initially access services and locate the service location.**

<u>GEOGRAPHIC REGION 3</u>	
Identify the service location:	3721 Delridge, Independence, MO 64052
Identify the satellite location(s)	We do not have any satellite location(s). Our office is located at 14400 E. 42 nd St. S., Ste. #220, Independence, Missouri. This is within five miles of our shelter. The Executive Director and Program Director work out of the office location but conduct meetings, follow-up and program assistance at the home throughout the week.
Describe the geographic proximity of the services being proposed to the majority of the clients served.	
More than 85% of our clients are from within a 20-mile radius of our shelter. We are in the Independence School District, which provides transportation to and from school. We are less than 10 miles from all of our service providers. Our home is also on a bus line.	
Describe how women initially access service and locate the service location/satellite location.	
Residents are able to access the local bus system in order to access of home and utilize additional community resources. We also have two agency vehicles to transport residents. Restaurants, churches, recreational, and employment opportunities are within walking distance of our home.	
Women initially access Mother's Refuge services and locate our home through phone or email contact with our Case Manager, Julie Johnson. Our phone is answered 24-hours a day, 365 days a year. Pregnant women arrive by bus, friends, family or, in some instances, we meet clients at a public location and provide transportation to our home.	

2. **Describe the demographic profile of the at-risk population to be served. Describe outreach strategies for reaching the targeted at-risk population(s), including strategies for addressing the cultural diversity of targeted clients**

GEOGRAPHIC REGION 3

Describe the demographic profile of the at-risk population to be served.

Mother's Refuge serves pregnant and parenting at-risk women 21-years of age and younger through the Alternatives to Abortion contract. The average age of our clients is 17 years. The pregnant young ladies we care for come from diverse backgrounds. Many of the women would have had an abortion, or due to homelessness, literally have lived on the streets. Some have eaten out of dumpsters, or they have been kicked out of their homes. All are 21-years of age or younger, homeless, and without financial support. We are available to receive clients from anywhere in the state of Missouri. Most are behind in their formal education.

The majority of the girls who come to live with us have parents who are involved in prostitution, drugs and alcohol, gambling, or they are in prison. The parents/families of these young ladies are unable to offer either emotional or financial support. To say the least, their homes are extremely dysfunctional. Dysfunctional families often create an environment of neglect and abuse, placing the safety of pregnant or parenting moms and their babies at risk, and placing girls at a higher risk for abortion. Friends and/or boyfriends typically are unable to or unwilling to offer long-term support.

We strive to provide services to a diverse population. *Our past 3-year racial diversity statistics are:* 33% African American, 40% Caucasian, 10% Hispanic or Latino, 8% Bi-Racial, 6% Indian, 2% Asian, and 1% Russian.

Mother's Refuge has a long history of housing young women who do not fit into any other group home setting. Our license allows us to house 14 residents (including girls and babies) at a time. Last year, we served 52 young mothers and their babies and provided 3,389 bed nights. We have witnessed a 23% increase in the number of clients over the past few years. Based on the past year, we propose Mother's Refuge will serve 50 homeless, pregnant and parenting young women and their babies in our residential care with half of them qualifying for Alternatives to Abortion funding.

Describe outreach strategies for reaching the targeted population.

We are determined to reach our target population by increasing community awareness of our program. Reaching a diverse population has always been a core value of our agency. Our statistics of ethnic and cultural diversity reflects this commitment.

We have an informational video on YouTube, and have created a Facebook, and Instagram account to stay current with technology and reach a diverse population. Representatives from our organization visit area public and private schools each

year to speak to young ladies. As a result, many school counselors, teachers and nurses refer residents to us. We conduct two open houses yearly and invite hundreds of area pregnancy resource centers; school counselors and nurses; social workers, doctors and nurses from area hospitals and clinics; the Division of Children's Services advocates and workers, along with other community pregnancy referral service providers. They tour our home, meet our key staff and learn more about our program. Along with the invitation, we mail them several one-page client brochures outlining the services we provide and how to contact our home.

We distribute informational brochures to young women at community events, schools and churches to promote our program in order to target at-risk, pregnant girls. We participate at several inner-city resource fairs to target a diverse population and distribute information.

We continue to pursue creative ideas on how to reach our targeted at-risk population while addressing their cultural diversity through management meetings and listening to former clients and outside advice.

3. **Describe the marketing of services.**

We market our program through speaking engagements, personal contacts, resource fairs, public media, annual newsletters, and annual open house events. Other marketing strategies include mailing informational materials to school nurses, social workers and counselors in a seven-county area. We visit local schools, resource fairs, churches, businesses, community groups and other agencies to inform prospective clients and referral sources about our program.

We have a web page and social media accounts available. We are listed on several search engines as an alternative to abortion, area community resource guides, and are listed in various telephone directories. We are also listed in 2-1-1. Some of the directories and guides include the Kansas City Yellow Pages, Independence Yellow Pages, Kansas City Black Pages, Shepherd's Guide, and the Maternal and Child Health Coalition Community Resource Guide.

Naturally, word of mouth from former residents brings girls to our doors. They are often our best advertisement. We have been featured on local television and radio stations. Robert Zornes, Executive Director, is often requested to comment on issues concerning homelessness of pregnant young women, teen pregnancy or abortion-related stories.

Comcast cable television network generously airs a public service announcement about Mother's Refuge to increase awareness for homeless, pregnant young women. This advertisement increased public awareness of our alternatives to abortion program, and as a result, we have seen an increase in those seeking our services, in-kind donors, and volunteers. Comcast plans to continue broadcasting this announcement.

We have been featured in several area newspapers and magazines. Some include The Independence Examiner, Kansas City Star, Kansas City Metro Voice, the Catholic Key, the Kansas City Business Journal, and Lee's Summit Journal of Home Living.

4. **Identify the site where the Initial Client Intake Assessment will be conducted. Describe how client eligibility will be determined.**

<u>GEOGRAPHIC REGION <u>3</u></u>	
Identify the site where the Initial Client Intake Assessment will be conducted:	<p>The Initial Client Assessment will be conducted at Mother's Refuge home located at 3721 Delridge in Independence, Missouri, by our professional Case Manager in her private office.</p> <p>Transportation to this location is arranged and special arrangements are made when a potential client is unable to access our location through the bus system by providing cab vouchers or by our Case Manager to and from the Assessments.</p>
Describe how client eligibility will be determined.	
<p>Eligibility into our Residential Alternatives to Abortion program is determined by the professional case management team during the Initial Interview Process. Documentation is obtained for proof of pregnancy – a client must have proof of pregnancy by a professional physician's office or health clinic. The client must have a desire to carry an unborn child to term instead of having an abortion. The client must be 21-years of age or younger to reside at Mother's Refuge which is verified by a birth certificate and state issued photo identification card. If one is not available at the time of interview, then the case manager assists the client in obtaining this information, and the age requirement is verified through prior education and medical records.</p> <p>Income eligibility is determined through obtaining client and family employment information, using paycheck stubs if available, utilizing the contact information for the employer. Case management contacts and verifies employment, also using past tax records when available. To be eligible for the Alternatives to Abortion program, the client must meet the definition of poverty established by the federal government and be at or below 185 percent of the federal poverty level or below as determined by the exemption status on the previous or current year federal</p>	

income tax filing annually.

The client must be a Missouri resident who has fixed their home/dwelling in Missouri, not for any special or temporary purpose, but with a present intention of remaining in Missouri permanently or for an indefinite period of time, or defined as "Missouri domicile", in order to be eligible to enter into the Alternatives to Abortion program at our facility. This is verified by previous address verification through a landlord, parent, or education records when such information is available. If the client is living friend to friend or on the streets, this is verified through the client and any family or friends available to be contacted.

The potential client must not be receiving Alternative to Abortion program services from another provider in order to be eligible to participate in the Alternative to Abortion program at Mother's Refuge. This is determined by the professional case manager during the initial eligibility interview.

For Mother's Refuge Residential Program eligibility, the potential client must not have a safe place to live. This means they are either homeless, living on the streets, living friend to friend, living in a currently abusive or neglectful environment, have been asked to leave their current living situation, or cannot afford to provide a safe and stable home for themselves and their unborn child. All of these factors makes the client high risk for choosing an abortion.

When the above eligibility qualifications are met, the at-risk, pregnant young woman is admitted into our residential Alternatives to Abortion program by our case manager.

5. **For each geographic region proposed, provide a detailed description of the case management process. Identify the hours of service including emergency coverage outside of business hours and weekends.**

In geographic region 3, our case management starts when a call is received seeking services. The person receiving the call transfers it to our case manager. A Crisis Call form is completed while interviewing the caller and all possible information is collected. She records whether the girl is invited for an interview or where she was referred with follow-up information. If the girl is eligible for intake, an intake procedure is followed over the phone explaining our program, expectations and an invitation for a pre-placement interview. She is asked to bring a list of documents including picture identification, legal guardian, proof of pregnancy, income verification, etc.

During the pre-placement interview, the pregnant young woman tours our home, is interviewed by the case manager and program manager and given a copy of our program description and requirements. The case manager conducts an assessment to document risk factors and identify services needed to minimize the risk of abortion and to complete

the pregnancy. The Individual Risk and Needs Assessment information is collected along with income verification and all other requirements to determine eligibility for the Alternatives to Abortion program. If the girl is accepted, she must sign a release for MAAC Link and complete all other required entry documentation along with an agreement to participate in our residential program. Identification is copied, and a date is set for official entry into Mother's Refuge. A brief outline of the interview is documented by our case manager, and she maintains all client specific documentation in a confidential individual Resident Binder.

The case manager determines if the client has applied for MO HealthNet or WIC. If she has not, then the case manager assists the client in submitting an application for each program. If the client is admitted into our residential program, she is not eligible to receive Food Stamps because we provide all nutritional food and meals. The case manager will assist the client in suspending this assistance if the client is currently enrolled in that program. The case manager also refers the client to the MO HealthNet Prenatal Case Management program, Building Blocks of Missouri program, the Missouri Community-Based Home Visiting program, and the Healthy Start program.

Within 24 hours of client's admission into the Alternative to Abortion program, the case manager completes the Initial Client Risk and Needs Assessment and Domestic Abuse Screening. She enters this information into the data system. This details the circumstances leading to the referral, risk factors, family and other support systems, current behaviors, current level of functioning, educational history, family disabilities, previous home/living situation, amount of family involvement, and other community resources needed.

The case manager and client then begin developing an Individualized Pregnancy Completion Plan (IPCP) based upon the results of the Individual Risk and Needs Assessment form and Initial Client Assessment with the client's input. This plan encompasses the duration of the pregnancy and continues for one year post-partum. Her strengths, weaknesses, coping skills, current situation and short- and long-term goals are identified. The client and case manager establish measurable goals together. This includes an initial plan to address urgent issues. The IPCP is reviewed and updated formally once a month by the case manager and client until program completion or when the specific objective has been met. The case manager completes an Evaluation Progress Report, which is signed and dated by the client and kept in her Resident Binder. The case manager records specific information on goals and achievements, additional short-term goals, and other information since the last update or evaluation. She documents strategies for the client's education regarding available services and support systems, referrals for services and the outcomes of the referrals. This is a client-centered process and is documented into the data system.

After the baby's birth, the case manager re-evaluates Alternative to Abortion eligibility and the new mom is evaluated for post-partum depression within six to eight weeks post-partum. Necessary steps for additional help are taken if needed.

When a client moves from our facility, she completes an evaluation form and is placed in our Aftercare Program for an additional year. In Aftercare, the client receives continued case management, home visits, emotional support, and other needed supplies such as a Pack N' Play. The case manager contacts former residents to ensure their baby is receiving proper vaccinations, well-baby check-ups, and ensures goals are being pursued.

Our case manager is responsible for maintaining all client specific documentation in a confidential Individual Resident Binder, describing each case management function provided as it relates to the IPCP, recording the actual time involved in each function, entering this information in the data system and submitting the required reports to the Executive Director, Program Director and Missouri Department of Health and Senior Services.

Normal case management hours are Monday through Friday 9am to 5pm. However, to provide effective services, our case manager often will stay later in the evenings or work on weekends to provide quality care for our residents. She is also available by phone at all other times for emergencies. We provide awake staff 24-hours, seven days a week all year long to answer phones and provide direct care for clients. Staff members have access to the case managers' cell phone number as well as the directors' numbers for emergencies. The cell phone numbers are also posted in our home for accessibility. All case management services are provided by the methods of face-to-face appointments where the client and case manager discuss, review or update the IPCP; home visits where the case manager and client visit outside of Mother's Refuge to review, discuss or update the client IPCP; or non-face-to-face appointments through telephone conversations, email communication, written communications, and other forms of non-face-to-face communication between the client and case manager, or on behalf of the client which information has occurred regarding the IPCP, including referrals.

Our case manager is responsible for coordinating and providing direct contract services. She conducts initial client assessments, conducts case management, helps develop the individual pregnancy continuation care plan, helps set up education services for clients, fosters client-centered decision making processes in regard to pregnancy and postpartum plans, is responsible for outside referrals, supervises the administration of medications, enters all required client information into the data system and makes home visits to former residents.

Our case manager coordinates with the education coordinator in identifying educational possibilities and needs. The education coordinator works with staff and outside resources to enroll the client in necessary classes and services. The case manager ensures the client receives prenatal parent education and parenting skills training for the needs of the client as determined through the assessments and reviews. Mother's Refuge provides learning opportunities through interactions of the father of the client's infant and the client(s) children, and/or those facilitating the paternity acknowledgement. We use Earn as You Learn Curriculum that is evidence-based information. All education, training, and classes are documented individually with the date of service, location, topic and time spent training with the name and signature of the client. The mandatory training topics for all

clients include Safe Sleep for infants following the American Academy of Pediatrics Guidelines; Breastfeeding; Importance of taking folic acid in the prevention of neural tube defects; Use of substances during pregnancy including alcohol, tobacco, and other drugs; Importance of prenatal care; Immunizations; Shaken Baby Syndrome; and the Importance of preconception care and advantages of birth spacing as it relates to the health of the mother and infant.

The case manager works closely with the program manager to monitor the clients' direct care services provided by our staff. The case manager sets appointments with clients to ensure goals are on target and being met. The client turns in all medical, educational and important documentation to the case manager.

Mrs. Johnson, our case manager, is responsible for keeping all documentation in an orderly manner in Individual Resident Binders. These are reviewed for accuracy and completion periodically by the program manager, program director, and state agencies. Reports are submitted to the program manager and directors on each client's goals, status, needs and recommendations. A weekly meeting is conducted with key personnel to ensure all services are being provided adequately and in a timely manner. The directors supervise all data reporting and monthly billing.

6. **For each geographic region proposed, provide a preliminary list and description of all prenatal and parenting education courses provided by your organization. Indicate the source of the course material taught in each class and identify where each of the required education components identified in paragraph 2.3.1 c. of the RFP are covered.**

For our proposed geographic region 3, all program participants are required to attend our Launch to Independence program which utilizes the Earn as You Learn evidence-based curriculum on prenatal parent education and parenting skills training. All young ladies begin this program within the first two days of being admitted into our residential program. The education coordinator works directly with clients and the case manager to ensure all needed training is obtained and skills are acquired.

Training topics include:

- Safe Sleep for infants following the 2011 American Academy of Pediatrics Recommendations;
- Breastfeeding;
- Importance of taking folic acid in the prevention of neural tube defects;
- Use of Substances during pregnancy including alcohol, tobacco, and other drugs;
- Importance of prenatal care;
- Immunizations;
- Shaken baby syndrome;
- Car seat safety;
- Nutrition and healthy eating;
- Importance of preconception care; and
- Advantages of birth spacing as it relates to the health of the mother and infant.

Mother's Refuge direct care staff monitors the skills learned and offers hands-on assistance. The Earn as You Learn curriculum and Launch to Independence program utilizes cognitive skills, motor skills, valuing and comforting of the infant/child training. Classes are also taught by licensed nurses, local health departments, area health clinics trained personnel, law officers, and other experts in our community. Each class is documented with each client's attendance including the date of service, location, topic, time spent in the training/class and a copy is kept in the client's individual file. Other topics that are taught through individual completion of assignments and tasks are reviewed by the Education Coordinator and missed items are discussed and corrected. This information is kept for future reference by the client after noted in individual client files of completion.

If fathers of the infant participate in responsible paternity education through group classes or activities, this is noted in the mother's individual client file with the same information that is documented for the mother.

All staff members are trained as required by the State of Missouri licensing requirement regarding pregnancy, pre-natal care, post-natal care, client and infant issues, infant care, medication distribution, and other pertinent topics for the clientele we serve. All training is documented in individual employee files.

7. **For each geographic region proposed, describe each of the services specified in section 2.3.2 of the RFP. Explain the service delivery system including any referral network and referral plan. Describe the cultural competency of providers.**

For the proposed geographic region 3, the case manager will ensure the following additional client services are provided as needed in response to the Individualized Pregnancy Completion Plan developed in conjunction with each client.

Mother's Refuge case manager will ensure the provision of pregnancy-related health care for the client during pregnancy by a licensed health care provider. This includes the costs for prenatal visits, routine laboratory testing during the prenatal period and all care for pregnancy-related conditions. It will also cover the above for prenatal/delivery including the initial hospital visit, delivery and post-partum care. The case manager will work closely with the Women's Clinic at Centerpoint Hospital and has already established a positive working relationship, so that all women entering into our residential program may access health care by a licensed physician within 72 hours of admittance and as required thereafter. When compiling the IPCP, medical insurance needs are addressed. If no health coverage exists or the client will qualify for MO HealthNet Insurance, the case manager sets this as a goal and assists the client in obtaining this service.

As indicated in the client's IPCP, Mother's Refuge will ensure the provision of medical care by a licensed medical provider for the client related to the maintenance of health, and prevention or treatment of illness, injury, or pregnancy complications, as such services related to the prevention of abortion. This will also include mental health care counseling and treatment to assist the client with management of mental illness or conditions through a licensed/certified professional in the State of Missouri. We work

closely with professional licensed counselors that visit our home to meet with our clients and offer professional counseling services. We also utilize other specialized counseling services in our area as needed by clients.

With the cooperation of the client in the monthly IPCP update, additional services are reviewed and discussed to determine other services that may be needed or required by the client. The case manager ensures the client receives accurate information related to placing an infant for adoption by another individual/family which may include legal assistance with adoption. Mother's Refuge works closely with the Love Basket Adoption agency along with other area agencies such as Catholic Charities to give clients an option to available adoption resources if it is determined this is the path she would like to choose upon delivery or thereafter. Through the formal monthly IPCP meeting and weekly informal meetings, the case manager follows up to make sure all questions are answered thoroughly, precisely and in a timely manner, as well as ensuring all support services are accessed as needed.

Clients are assisted in obtaining child care for the clients' child or children when the parent or guardian is absent due to participation in any Alternative to Abortion Program service which may include a relative not living with the client and her child or children, but not a live-in nanny service. Clients are also assisted in locating licensed daycare for children while the mother is working on her education and career goals. This goal is determined by the case manager and client during their IPCP monthly meetings.

Mother's Refuge provides clothing as needed by the client and the client's child including clothing related to pregnancy, newborn care, and parenting needs. This is part of the residential program benefits for all clients, and clothes are stored in the facility or purchased as needed at local retail stores.

The clients of Mother's Refuge Alternative to Abortion program are provided with domestic abuse protection including any service, transportation, and assistance with obtaining an order of protection to assure the physical and emotional safety of the client and her child(ren). Many agencies such as Child Abuse Prevention Association (CAPA), Rosebrooks Domestic Violence Shelter, Hope House, Amethyst Place teach domestic violence classes, provide support groups for our clients and domestic violence counseling services to the clients of Mother's Refuge.

We work closely with the drug and alcohol addiction specialist at Preferred Family Care for individualized and professional services for clients that have been identified by our case manager during the IPCP as affected by addictions, are at high-risk, or have a history of drug and alcohol use. Testing and treatment along with monthly confidential, individual reports are shared with our agency in order to facilitate any additional needs or services a client may require. The treatment is defined as an individualized, group, or family program, that is facilitated by a trained, certified professional and facility to treat individuals or families affected by alcohol, tobacco, or other drugs. All clients attend classes regarding the dangers of drug, tobacco and alcohol addiction provided by the

Keeler Women's Center, Amethyst Place and other community organizations that specialize in this area of concern.

It is a requirement of Mother's Refuge Residential program to actively pursue formal education through public school, a General Education Diploma program, or other accredited education opportunities. This is immediately addressed in the IPCP by the case manager and the process of enrollment begins within the first week of admittance into our facility. If a high school diploma or GED has been successfully attained, clients must continue their education through business, vocational, or technical training, attend college, or obtain employment in pursuit of identifiable educational goals. The case manager assists clients in meeting education requirements and monitoring their success. When additional help such as tutoring is needed, the case manager arranges for this assistance to ensure a client's success. We work closely with the Independence School District which has a wonderful Parenting Points program our residents have embraced and look forward to participating in with their infants. Through this program, they are able to continue their high school education while their infants are at daycare on-site at Truman High School. This is an added benefit to high school students in our residential program.

Mother's Refuge provides food for all clients in our Residential program, and through the IPCP, we ensure that those who graduate into independent living but remain in our Alternative to Abortion program receive the food relating to pregnancy, newborn care and parenting needed through their participation in the WIC and food stamp programs. Clients are enrolled in WIC while living in our facility but are not able to redeem food stamps per regulations by the State of Missouri since food is a service we provide. However, the case manager assists clients in our Aftercare Transitional Living program in accessing this available resource. When we receive an abundance of food donations, we also share them with previous clients.

Mother's Refuge provides safe housing for girls who are pregnant and parenting. They can enter our program anytime during their pregnancy and stay up to one year post-partum. During that time, they work on the IPCP goals as established by the client and the case manager, all the while planning for more permanent living upon completing our residential program. We use area resources to find stable and sustainable housing for the client and her child(ren). Some identifiable resources we access are the Housing and Prevention Rehabilitation Program, Stepping Stones Independent Living Program, and Hawthorne Place Apartments for income-based living. Mother's Refuge provides housing for girls 21-years of age and younger. We are have a Residential Care license by the State of Missouri and are in good standing with all the appropriate permits such as a local business license, state and city fire inspections, food handling permit and building inspection. All inspections are available upon request. Mother's Refuge case manager assists clients in accessing community resources that help if they are in need of rent, house payments, a security deposit, and utilities of any kind as identified in the IPCP.

As mentioned earlier, Mother's Refuge requires clients to attend job training and a placement program that facilitates and/or enhances the employability of the client. If the

infant's father is involved, the case manager will help him access these resources as well. The case manager will contact the proper community or government agency(ies) to acquire these programs as the need is indicated in the client IPCP.

As identified by the IPCP, Mother's Refuge agrees to ensure the provision of newborn or infant care by a licensed medical provider as related to the maintenance of health or prevention of illness, and treatment of injury or illness for the infant in the 12 months after delivery. We will also ensure the client is provided with supplies relating to pregnancy, newborn care, and parenting. We provide infants and babies in our home with a safe sleep environment. If it is determined that participants in our Alternative to Abortion program that do not live in our facility are unable to provide a safe sleep environment for their infant, we will provide a Pack N' Play that meets the 2011 American Academy of Pediatric Guidelines.

The case manager will coordinate transportation which will be provided by Mother's Refuge, if determined as a need in a client's IPCP for the client and the client's child(ren) in order to access services identified in the IPCP. We will also ensure the client is provided with ultrasound services, as defined as high frequency sound waves, used in monitoring and imaging as medically necessary and ordered by a licensed healthcare provider which will be delivered by a certified ultrasound technician if identified in the client's IPCP as a need. Mother's Refuge maintains a cooperative working relationship with the Women's Clinic of Centerpoint Hospital for medical needs. We also have good relationship with other licensed and certified professionals in the area.

Our case manager will ensure the client is provided with other additional client services as it relates to assisting the client in carrying their unborn child to term and to assist the client in caring for their dependent children or placing the client's child for adoption. The case manager will assist the client in all other client services identified in the IPCP that are based upon the identified measurable objectives to support the client in the continuation of the client's pregnancy.

The cultural competency of our providers and referrals is visible when meeting their staff and programs. We take great care in fostering a personal relationship to ensure the integrity and competency of outside resources. Most are located within the inner city and reflect the diversity of our home. The residents will only go to services where they feel comfortable and safe. These agencies have been a vital resource that offers our clients professional service.

Our referral network and referral plan consist of knowledge of resources within the state of Missouri that assist a client in carrying her unborn child to term instead of having an abortion and assist her in caring for her dependent children. We use several sources to guide others to possible shelters and agencies equipped to help homeless pregnant and parenting women. One of our best resources is other area shelters and pregnancy resource centers. We use the Community Resource Guide, the Maternal & Child Health Coalition of Greater Kansas City, Inc., the United Way Child Care Referral Agency, the Rachel House, and the Women's Clinic to name a few. We are a member of and work

closely with the Missouri Alliance for Life. We are also a member of the Missouri Child Care Association, Missouri Non-Profit Association, and the Independence Chamber of Commerce.

8. **For each geographic region proposed, describe how your proposed program will help to end the dependence of needy parents on government benefits by promotion job preparation, work, and marriage.**

For geographic region 3, Mother's Refuge program offers a hand-up not just a hand-out by meeting the immediate needs of safety, shelter, food, clothing and other necessities so clients can work towards a self-sufficient future. All clients create a working resume with references, attend job readiness and interviewing technique classes, and volunteer once a month to learn how to give back to the community while learning valuable skills. We help all clients to create a family budget, teach them financial skills and they participate in our Earn as You Learn Assimilated Money program. The graduates of Mother's Refuge Residential program learn the valuable life-skills it takes to become independent, contributing members of society that even learn to give back to the community in which they live. They continue their formal education, save 75% of all money earned, pay off debts, and through our education program gain the skills necessary to move beyond their past and current circumstances of poverty. Our direct care staff is available 24-hours a day 365 days a year and serve as role models while providing hands-on assistance and mentoring. Women are required to work hard to better their circumstances while living in our home. They also learn the importance of healthy relationships, the signs of domestic abuse and how to escape, along with other vital self-esteem building activities that promote healthy relationships, marriage and independent, responsible parenting.

9. **For each geographic region proposed, describe how your proposed program will provide assistance to needy families so that children may be cared for in their own homes or in the homes of relatives.**

In the proposed geographic region 3, Mother's Refuge provides shelter, food, clothing, supplies, medical access assistance, transportation, and educational opportunities to needy families so they may live in a safe environment while restoring healthy family bonds and securing independent permanent housing.

10. **For each geographic region proposed, describe how your proposed program will reduce the incidence of future out-of-wedlock pregnancies. Include your program's annual numerical goals for preventing and reducing the incidence of these pregnancies.**

In geographic region 3, Mother's Refuge program will reduce the incidence of future out-of-wedlock pregnancies by providing clients with a safe and stable home after the birth of their baby. During their residence in our home women attend classes that teach about the importance of birth spacing, self-esteem classes and activities, healthy relationship building, and various women health issues. They attend health appointments and all medication such as birth control pills are taken as directed by their health care provider. Our case manager works individually with clients to create personal goals and strategies to obtain their objectives. This helps keep young women focused, become educated on women's health, and builds their self-esteem. The

incidence of out-of-wedlock pregnancies while living at Mother's Refuge is a great success with no clients becoming pregnant during their stay in the last few years.

11. For each geographic region proposed, describe how your proposed program will encourage the formation and maintenance of two-parent families.

In geographic region 3, Mother's Refuge promotes and encourages the formation and maintenance of two-parent families. We do this through our self-esteem and parenting classes, inviting fathers to participate in medical appointments and parenting activities, and encouraging family counseling. Our staff members also provide two-parent role modeling for the clients as they get to know them on a personal level as their direct care providers. Through healthy relationship classes' clients learn the advantages of stable two-parent families, the commitment it takes and steps to help foster healthy families. Our shelter is run like a home with family cooking, meals and activities. We have two direct care staff members on-duty during all waking hours, this helps model what a two-parent family runs a household with the distribution of duties, schedules and responsibilities. Many staff members' families participate in group activities, outings and holiday celebrations. Clients learn cognitively, visually and through hands-on activities the advantages of forming and maintaining healthy two-parent families.

12. Organizational Chart - The vendor should provide an organizational chart showing the staffing and lines of authority for the key personnel to be used. The organizational chart should include (1) The relationship of service personnel to management and support personnel, (2) The names of the personnel and the working titles of each, and (3) Any proposed subcontractors including management, supervisory, and other key personnel.

- The organizational chart should outline the team proposed for this project and the relationship of those team members to each other and to the management structure of the vendor's organization.**

Please see the attached organizational chart.

13. Along with a detailed organizational chart, the vendor should describe the following:

- How services of the contract will be managed, controlled, and supervised in order to ensure satisfactory contract performance.**
- Total Personnel Resources - The vendor should provide information that documents the depth of resources to ensure completion of all requirements on time and on target. If the vendor has other ongoing contracts that also require personnel resources, the vendor should document how sufficient resources will be provided to the State of Missouri.**

The Executive Director and Program Director provide supervision for the management and coordination of all contract services. Reports and data are monitored and evaluated on weekly, monthly and an annual basis to ensure program requirements are met, goals achieved and successful client outcomes are realized.

Mother's Refuge employs four qualified personnel that can act as professional case managers that know the Alternative to Abortion program requirements and can carry out procedures as needed. These employees are: Robert Zornes, Executive Director; Angel

McDonald, Program Director; Kimberlee Peppers, Program Manager; and Julie Johnson, Case Manager. Our case manager has been performing these job duties since 2009. She is well qualified and has exhibited her ability on previous Alternative to Abortion awards to carry out the responsibilities and requirements of this contract while fulfilling other duties as required. She is responsible for coordinating and providing direct contract services. Our case manager coordinates with the education coordinator in identifying educational possibilities and needs. The education coordinator works with staff and outside resources to enroll the client in necessary classes and services. The case manager works closely with the program manager to monitor the clients direct care services provided by our staff.

14. **Economic Impact to Missouri - The vendor should describe the economic advantages that will be realized as a result of the vendor performing the required services. The vendor should respond to the following:**

- **Provide a description of the proposed services that will be performed and/or the proposed products that will be provided by Missourians and/or Missouri products.**
- **Provide a description of the economic impact returned to the State of Missouri through tax revenue obligations.**
- **Provide a description of the company's economic presence within the State of Missouri (e.g., type of facilities: sales offices; sales outlets; divisions; manufacturing; warehouse; other), including Missouri employee statistics.**

According to the National Campaign to Prevent Teen and Unplanned Pregnancy, the cost of unplanned teen pregnancy cost Missouri taxpayers at least \$215 million. Most of these costs to the public sector are associated with negative consequences for the children of teen mothers during childhood and their young adult years. They reported for Missouri taxpayers, the cost of these children born to teen moms included: \$48 billion for public healthcare; \$45 million for child welfare; and, for children reaching adolescence or young adulthood, taxpayers paid an increased rate of \$37 million for incarceration with \$66 million in lost tax revenue from decreased earning and spending.

Results provided by the National Center for Health Statistics reported teen girls have the second highest proportion of low birth weight babies compared to other age groups, second to mothers aged 45 or older. Low birth weight is linked closely to childhood morbidity, increased risk of numerous infant health problems such as lung and kidney problems, and difficulty maintaining their own body temperatures. Young moms are more likely to have premature babies which can cause a number of health complications and require special medical care. Premature birth is the leading cause of infant mortality.

Teen mothers are less likely to complete their high school education or obtain a college degree. Thus statistics report on average teen moms earn \$28,000 less than a young lady that delays pregnancy until her twenties. The proportion of all pregnancies that are unplanned is highest among teenagers who are also less likely to receive vital prenatal care or ensure their babies receive on-time vaccinations, but teen mothers are more likely to abuse their children.

Mother's Refuge provides a safe and secure home for young women that are facing unplanned pregnancies. The average age of our client is 17 years. We provide comprehensive services, so they can carry their pregnancy to term under the care of a licensed physician while completing their high school education and following higher education goals for more earning power in the future. We provide all the necessary items for the pregnant and parenting young lady as well as for the infant for up to one year post-partum in our Residential program. The new mom is also taught proper parenting techniques, life-skills, and financial literacy. She receives counseling services while being taught how to become an independent, well-adjusted parent that contributes to our community.

These services provided by our agency have the potential to save Missouri tax payers \$148 million just in costs associated with the child. This does not include the increased ability of the mom to provide for her child without the aid of public welfare assistance as a result of being able to focus on education and career goals during pregnancy and post-partum. By spending \$104.05 per day for shelter and basic necessities for a pregnant young woman up to one year post-partum, we are investing in the present and future of two life's at a time and potentially more when the father of the child is involved. This is a relatively small amount to pay upfront in order to save billions later down the road in our humble opinion. It seems well worth the positive result of a family that breaks the cycle of poverty, teenage pregnancy and abuse through all the classes, counseling and support received during those crucial 21 months.

15. **For each geographic region proposed, the vendor should indicate the estimated number of clients the vendor anticipates serving annually for non-residential services and residential care services.**

GEOGRAPHIC REGION	ESTIMATED ANNUAL NUMBER OF NON-RESIDENTIAL CLIENTS TO BE SERVED	ESTIMATED ANNUAL NUMBER OF RESIDENTIAL CARE CLIENTS TO BE SERVED
1	N/A	N/A
2	N/A	N/A
3	80 Aftercare and Outreach clients	50 total residential clients
4	N/A	N/A
5	N/A	N/A
6	N/A	N/A
7	N/A	N/A
8	N/A	N/A
9	N/A	N/A

EXHIBIT G**IMPLEMENTATION PLAN**

Implementation or Readiness Plan - The vendor should sequentially list and briefly describe the tasks or events proposed for the implementation of the required services. If no tasks or events are required, the vendor should provide a statement of readiness. For each task/event identified, the vendor should identify the number of days required to complete the task/event, the personnel proposed to perform the task/event, and the number of work hours for each person.

- **Completion Day** should be specified as a certain number of days from state agency authorization to proceed with services until completion of the specific task and should be expressed as calendar days, not specific dates.
- **Assigned Personnel** should be identified by name rather than project title unless such personnel are yet to be hired.
- **Workhours** should indicate that time each assigned person will spend on the specific task.

Task or Event	Completion Day	Assigned Personnel	Work-hours
Effective Date of Contract - Operational	1	N/A	N/A
Designate a Representative to serve as the state agency contact.	5 days from contract award.	Robert Zornes	N/A
Provide state agency with a list of all service locations, including any home-offices, all background security checks for personnel, and copies of curriculum and/or training materials for Prenatal Education and Parenting Skills.	5 days from contract award.	Robert Zornes Angel McDonald Cassie Lara	3.0
Complete specific security forms provided by the state agency for access to the state agency data system and state vendor Input/ACH-EFT Application.	3 days after received from the state.	Robert Zornes Angel McDonald	0.5
Develop and implement an Evaluation and Continuous Quality Improvement Plan.	Within 30 days of Notice of Award	Robert Zornes Angel McDonald Kimberlee Peppers	1.0
The professional case manager will contact and set an appointment with a potential client to determine eligibility for Alternative to Abortion program.	1 Day	Julie Johnson	0.25
Eligibility will be determined during the initial appointment and program explained to potential client.	1 day from initial eligibility appointment	Julie Johnson Kimberlee Peppers	2.0
Individual Risk Needs Assessment is conducted. Client Intake Form	Within 5 days of eligibility	Julie Johnson Kimberlee Peppers	1.0
Permission of eligible client to participate in the Alternative to Abortion program	Within 5 days of eligibility	Julie Johnson Kimberlee Peppers	0.25

Initial Plan and Referrals	Within 2 days after admission	Julie Johnson	1.0
Enter new client data into the state system.	5 days of Initial Client Assessment	Julie Johnson	1.0
Initial Client Assessment	7 days of admission to program	Robert Zornes Julie Johnson Kimberlee Peppers	1.0
Assessment for Domestic Violence	7 days of admission to program	Robert Zornes Julie Johnson Kimberlee Peppers	0.50
Record Initial Plan, Domestic Violence Assessment in data system	7 days of admission to program	Julie Johnson	0.50
Refer to MO HealthNet Prenatal Case Management, Building Blocks, MO Community-Based Home Visiting & Healthy Start programs & record.	7 days of admission to program	Julie Johnson	0.50
Assist client in applying for MO HealthNet and WIC programs, temporarily pause Food Stamp program	7 days of admission to program	Julie Johnson	3.0
Develop client-oriented Individualized Pregnancy Completion Plan with client	10 days of eligibility & admission	Julie Johnson	2.0
Enter client Bed Nights, IPCP and Referrals into data system	Within 7 days of IPCP	Julie Johnson	1.75
Document client training, responsible paternity education, and details of referrals in data system	Within 30 days	Julie Johnson Cassie Lara	1.0
Submit Invoice for client services provided and report as required.	By the 15 th of the month following the service month	Robert Zornes Angel McDonald	3.0
Conduct monthly case file reviews.	Do monthly	Robert Zornes Angel McDonald Kimberlee Peppers	1.0
Submit case file review summary report reflecting results of monthly case file reviews by supervisory personnel	Do by the 15 th of February, June, and October	Angel McDonald	1.0
Update IPCP and assess for domestic violence and identify any additional services needed by client with referrals	Do within every 30 days from last IPCP	Julie Johnson Kimberlee Peppers	1.25

Update IPCP client information and domestic violence assessment in the data system with referrals, trainings, additional services identified and outcomes	Do Within every 30 days from last IPCP	Julie Johnson Kimberlee Peppers	1.0
As clients pregnancy progresses assess clients ability to provide a safe sleep environment for clients infant following birth	Within 15 days prior to delivery	Julie Johnson Kimberlee Peppers	0.25
Post-Partum Assessment	Within 6 to 8 weeks post-partum	Julie Johnson	1.0
Data entry into agency system for IPCP and other assessments or referrals and updates	Within 6 to 8 weeks post-partum	Julie Johnson	0.5
Client Satisfaction Survey	Every June and December	Julie Johnson Kimberlee Peppers	0.25
Discharge/Disenrollment	12 months post-partum or if client has not accessed services for 60 calendar days	Julie Johnson	0.5
Data entry update of discharge/disenrollment	Within 7 days of clients discharge or disenrollment	Julie Johnson	0.25

EXHIBIT H**CLIENT SCENARIO**

The vendor should present a written narrative which demonstrates the method or manner in which the vendor proposes to satisfy the requirements of the Request for Proposal to conduct Alternatives to Abortion Program services for the client scenario described below. The vendor should provide a total price with a price analysis for the client services identified in the narrative.

* * * * *

Jessica Smith has recently graduated from high school. She wants to pursue a career as a high school English teacher. She has applied and been accepted as an incoming freshman at a local college.

Jessica has just learned that she is six weeks pregnant. She does not currently have a job, and her boyfriend, also a recent high school graduate, is also unemployed. They are both 18 years of age and had planned to get an apartment together. Neither one of them has monetary support from their families.

Jessica currently lives 15 miles from the contractor's service location, but does not have a vehicle. If she continues with her higher education plans at the local college, she will be 30 miles away from the local college. She has contacted your organization and is unsure of her decision to parent or adopt.

Narrative:

- Mother's Refuge received a crisis call from Jessica Smith. We collected all the pertinent information on our crisis call form.
- A case manager received the crisis call form and noted that Jessica is eligible, according to our program guidelines, for an intake interview. The case manager also noted that because she is only six weeks pregnant, Jessica would also be eligible for the Alternatives to Abortion Program services.
- The case manager called Jessica to set up a time for an interview at Mother's Refuge. She explained our residential services and asked if Jessica would be interested in our program. Since Jessica expressed she is interested but has no transportation the case manager has arranged to meet Jessica in a public area and drive her to Mother's Refuge for an interview.
- The case manager met Jessica at the designated area to drive her to the interview at Mother's Refuge. The case manager welcomed her, gave her a tour of our home, and asked her to tell any part of her story which she is comfortable sharing at that point. The case manager gave Jessica a copy of the Mother's Refuge House Expectations as well as a copy of the Mother's Refuge Launch to Independence Education program to read, and then asked a series of questions that are part of the intake process. During this process, the case manager assessed Jessica's answers and demeanor/behavior and determined whether the Mother's Refuge program would be of benefit to her. This is also a time for Jessica to determine whether Mother's Refuge is a place she would like to live. After the interview, the case manager drove her back to where she was staying the night, and told her we would call her the following day to let her know whether she had been accepted into our program and to find out if she was interested in this opportunity after talking it over with her boyfriend since he would not be able to live with her.

- The case manager met with the program manager and went over the interview details and determined that Jessica would be a good fit for Mother's Refuge residential program.
- The case manager called Jessica to tell her she had been accepted into the Mother's Refuge program. She set a time for Jessica to move into Mother's Refuge. The case manager told Jessica we need a proof of pregnancy for our state requirements. Since she didn't have transportation the case manager arranged to pick up Jessica along with her belongings.
- Since Jessica did not have proof of pregnancy the case manager took Jessica to a crisis pregnancy resource center to obtain the proof of pregnancy. The case manager made copies of all Jessica's documentation for proof of prior residency and income.
- That afternoon, Jessica moved in to Mother's Refuge. We gave her information about the bus schedule to see if it was feasible to take the bus as transportation to school.
- The case manager and Jessica completed an application for pregnant women's MOHealthNet. The case manager took her completed application along with her proof of pregnancy and Mother's Refuge letter of residency to the Family Support Division office.
- The case manager called Independence Women's Clinic at Centerpoint Hospital, with whom we have a standing relationship, to set up an OB appointment.
- The case manager talked with Jessica about her schooling and transportation options. Jessica set a goal to apply for a part-time job while she is pregnant and attending school so she can save to get her own apartment.
- The case manager helped Jessica complete the application forms for the Supplemental Nutrition Program Women, Infants, and Children (WIC) and child care assistance. (Jessica is not eligible to participate in the SNAP program while living at Mother's Refuge since we provide nutritional meals.)
- Jessica is able to take the metro bus to college so they went over the bus route and locations.
- Jessica is explained that she has to save 75% of her earnings unless she is paying off outstanding debt, transportation or school costs, so that she can save for her own place while we provide for all her needs when she is living at Mother's Refuge. Jessica is excited about this opportunity.
- Jessica immediately began attending pregnancy, parenting and life-skills classes along with receiving hands-on mentoring and training. Jessica continued this training while living at Mother's Refuge each day while assessing progress on skills and scheduling more in-depth hands-on training for skills Jessica struggles with.
- The case manager assisted Jessica with applying for the MO HealthNet Prenatal Case Management program, Building Blocks of Missouri program, the Missouri Community-Based Home Visiting program, and the Healthy Start program.
- Our case manager set up individual counseling for Jessica and invited the father of the baby to attend some sessions along with some parenting classes and activities. They are working on a parenting plan.
- The case manager also set up appointments with area adoption agencies so Jessica and the father of the baby could discuss this option. After further consideration, they decided to parent the unborn child.
- Within two days of moving into Mother's Refuge, our Program Manager, along with the case manager, met with her to get her information for Alternatives to Abortion and do assessments – Individual Risk and Needs Assessment along with the Initial Client

Assessment and Domestic Violence Assessment and developed a client-oriented Individualized Pregnancy Continuation Plan.

- Following this, the case manager regularly entered bed nights for and case notes about Jessica on the Alternatives to Abortion website and our education coordinator entered in classes attended and other pertinent information.
- The case manager meets with Jessica formally each month to review and discuss Jessica's Individualized Pregnancy Continuation Plan. They discuss her progress on goals, modify goals as necessary and set new ones. She also monitors all doctor appointments along with any other necessary appointments to ensure Jessica is able to move forward towards independent living with her child and baby's father.
- The case manager continually assesses Jessica for domestic violence.
- Monthly our program director and executive director reviews all client input into the Alternatives to Abortion website and processes monthly invoices.
- As Jessica's pregnancy progresses the case manager uses the 2011 American Academy of Pediatrics Recommendations to assess Jessica's ability to provide a safe sleep environment for her baby following the birth.
- The case manager met with Jessica and the baby's father to arrange parenting and family plans, they continue to meet and follow-up on goals as a family on a monthly basis. They baby's father also attends some parenting and financial classes offered. Their goal is to buy a vehicle, get married and get their own apartment. They set steps to obtain these goals with a reasonable timeline.
- The case manager helped Jessica set up appointments with local daycare providers to enroll in daycare so she can have it arranged prior to the birth of her baby.
- Jessica found a daycare on the bus line and has been approved.
- Jessica gave birth to a healthy baby.
- Six weeks post-partum, the case manager conducted an assessment for post-partum depression using the Edinburgh Postnatal Depression Screening Scale and found that Jessica did not show any signs of post-partum depression.
- Jessica was re-assessed for Alternatives to Abortion program eligibility and found she still qualifies to be a participant.
- Jessica saved her money and purchased a vehicle and all required insurance and licenses.
- Jessica remained in Mother's Refuge Residential program for one year and was able to rent her own apartment with the money she saved while working and living at Mother's Refuge. Jessica received clothing, nutritional food, supplies, domestic abuse protection, transportation, access to medical care, pre-natal and parenting life-skills training along with many other residential services provided while participating in Mother's Refuge Residential program.
- Jessica completed the Client Satisfaction Survey following the instructions of the case manager in June and December while living at Mother's Refuge.
- Prior to moving out the case manager assisted Jessica in enrolling in the Supplemental Nutrition Program (SNAP) and Low-Income Home Energy Assistance Program (LIHEAP) to help with groceries and utilities in her own apartment with her child.
- Upon Jessica moving into her own apartment, the case manager assessed Jessica's ability to provide a safe sleep environment for her baby. Jessica is discharged from the Alternatives to Abortion program and information is documented in the data system.

Total Price: Mother's Refuge charged the Alternative to Abortion program for 587 bed nights for Jessica while she was in our Residential program. The rate for bed nights is \$104.05 per day maximum to include case management, education, food, clothing, transportation, access to medical care and referrals as indicated in the Individualized Pregnancy Completion Plan. For the 587 bed nights at \$104.05 per day, Mother's Refuge invoiced the Alternative to Abortion program a total of \$61,077.35 for client services and an additional eight percent allowable for administrative costs for a total amount billed of \$65,963.53 for client Jessica Smith and her baby.

On average, pregnant abortion minded women, enroll and remain in our program for approximately nine months for residential treatment. After that time we continue to provide case management services while they live independently with their infant. The money funded will ensure the ability to live in a safe environment during pregnancy while receiving comprehensive services to provide healthy start to life for the unborn child. This figure includes bed nights, case management services after exit of our residential program and the allowable eight percent administrative costs. If additional costs are incurred for this client we will continue to provide needed services and use funds from other sources to ensure the mother and infants' health and well-being.

EXHIBIT I
PARTICIPATION COMMITMENT

N/A

Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or Service-Disabled Veteran Business Enterprise (SDVE) Participation Commitment – If the vendor is committing to participation by or if the vendor is a qualified MBE/WBE and/or organization for the blind/sheltered workshop and/or a qualified SDVE, the vendor must provide the required information in the appropriate table(s) below for the organization proposed and must submit the completed exhibit with the vendor's proposal.

For Minority Business Enterprise (MBE) and/or Woman Business Enterprise (WBE) Participation, if proposing an entity certified as both MBE and WBE, the vendor must either (1) enter the participation percentage under MBE or WBE, or must (2) divide the participation between both MBE and WBE. If dividing the participation, do not state the total participation on both the MBE and WBE Participation Commitment tables below. Instead, divide the total participation as proportionately appropriate between the tables below.

Place a check in the appropriate box below for the region proposed. There should only be ONE box checked. If proposing multiple geographic regions, copy and complete this Participation Commitment Exhibit for each proposed geographic region.

Geographic Region				
<input type="checkbox"/> Region 1	<input type="checkbox"/> Region 2	<input type="checkbox"/> Region 3	<input type="checkbox"/> Region 4	<input type="checkbox"/> Region 5
<input type="checkbox"/> Region 6	<input type="checkbox"/> Region 7	<input type="checkbox"/> Region 8	<input type="checkbox"/> Region 9	

MBE Participation Commitment Table

(The services performed or the products provided by the listed MBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)

Name of Each Qualified Minority Business Enterprise (MBE) Proposed	Committed Percentage of Participation for Each MBE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed MBE	
		<i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the MBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>	
1.	%	Product/Service(s) proposed:	RFP Paragraph References:
2.	%	Product/Service(s) proposed:	RFP Paragraph References:
3.	%	Product/Service(s) proposed:	RFP Paragraph References:
4.	%	Product/Service(s) proposed:	RFP Paragraph References:
Total MBE Percentage:	%		

EXHIBIT I, continued**WBE Participation Commitment Table**

(The services performed or the products provided by the listed WBE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)

Name of Each Qualified Women Business Enterprise (WBE) proposed	Committed Percentage of Participation for Each WBE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed WBE <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the WBE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
2.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
3.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
4.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
Total WBE Percentage:	%	

Organization for the Blind/Sheltered Workshop Commitment Table

By completing this table, the vendor commits to the use of the organization at the greater of \$5,000 or 2% of the actual total dollar value of contract.

(The services performed or the products provided by the listed Organization for the Blind/Sheltered Workshop must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)

Name of Organization for the Blind or Sheltered Workshop Proposed	Description of Products/Services to be Provided by Listed Organization for the Blind/Sheltered Workshop <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the organization for the blind/sheltered workshop is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.	Product/Service(s) proposed: ----- RFP Paragraph References:
2.	Product/Service(s) proposed: ----- RFP Paragraph References:

EXHIBIT I, continued

N/A

SDVE Participation Commitment Table

(The services performed or the products provided by the listed SDVE must provide a commercially useful function related to the delivery of the contractually-required service/product in a manner that will constitute an added value to the contract and shall be performed/provided exclusive to the performance of the contract.)

Name of Each Qualified Service-Disabled Veteran Business Enterprise (SDVE) Proposed	Committed Percentage of Participation for Each SDVE (% of the Actual Total Contract Value)	Description of Products/Services to be Provided by Listed SDVE <i>The vendor should also include the paragraph number(s) from the RFP which requires the product/service the SDVE is proposed to perform and describe how the proposed product/service constitutes added value and will be exclusive to the contract.</i>
1.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
2.	%	Product/Service(s) proposed: ----- RFP Paragraph References:
Total SDVE Percentage:	%	

EXHIBIT JDOCUMENTATION OF INTENT TO PARTICIPATE

N/A

If the vendor is proposing to include the participation of a Minority Business Enterprise/Women Business Enterprise (MBE/WBE) and/or Organization for the Blind/Sheltered Workshop and/or qualified Service-Disabled Veteran Business Enterprise (SDVE) in the provision of the products/services required in the RFP, the vendor must either provide a recently dated letter of intent, signed and dated no earlier than the RFP issuance date, from each organization documenting the following information, or complete and provide this Exhibit with the vendor's proposal.

Place a check in the appropriate box below for the region proposed. There should only be **ONE** box checked. If proposing multiple geographic regions, copy and complete this Documentation of Intent to Participate form for each proposed geographic region.

Geographic Region				
<input type="checkbox"/> Region 1	<input type="checkbox"/> Region 2	<input type="checkbox"/> Region 3	<input type="checkbox"/> Region 4	<input type="checkbox"/> Region 5
<input type="checkbox"/> Region 6	<input type="checkbox"/> Region 7	<input type="checkbox"/> Region 8	<input type="checkbox"/> Region 9	<input type="checkbox"/>

~ Copy This Form For Each Organization Proposed ~

Vendor Name: _____

This Section To Be Completed by Participating Organization:

By completing and signing this form, the undersigned hereby confirms the intent of the named participating organization to provide the products/services identified herein for the vendor identified above.

Indicate appropriate business classification(s):

____ MBE ____ WBE ____ Organization for the Blind ____ Sheltered Workshop ____ SDVE

Name of Organization: _____

(Name of MBE, WBE, Organization for the Blind, Sheltered Workshop, or SDVE)

Contact Name: _____

Email: _____

Address (If SDVE, provide MO Address): _____

Phone #: _____

City: _____

Fax #: _____

State/Zip: _____

Certification # _____

SDVE's Website _____

Certification _____
Expiration Date: _____
(or attach copy of certification)

Address: _____

SDV's Signature: _____

Service-Disabled
Veteran's (SDV) Name: _____
(Please Print)

PRODUCTS/SERVICES PARTICIPATING ORGANIZATION AGREED TO PROVIDE

Describe the products/services you (as the participating organization) have agreed to provide:

Authorized Signature: _____

*Authorized Signature of Participating Organization
(MBE, WBE, Organization for the Blind, Sheltered Workshop, or SDVE)*

*Date
(Dated no earlier than the RFP
issuance date)*

EXHIBIT J, continuedDOCUMENTATION OF INTENT TO PARTICIPATE

N/A

SERVICE-DISABLED VETERAN BUSINESS ENTERPRISE (SDVE)

If a participating organization is an SDVE, unless the Service-Disabled Veteran (SDV) documents were previously submitted within the past five (5) years to the Division of Purchasing (Purchasing), the vendor must provide the following SDV documents:

- a copy of the SDV's award letter from the Department of Veterans Affairs or a copy of the SDV's discharge paper (DD Form 214, Certificate of Release or Discharge from Active Duty), AND
- a copy of the SDV's documentation certifying disability by the appropriate federal agency responsible for the administration of veterans' affairs.

(NOTE: The SDV's award letter, the SDV's discharge paper, and the SDV's documentation certifying disability shall be considered confidential pursuant to subsection 14 of section 610.021, RSMo.)

The vendor should check the appropriate statement below and, if applicable, provide the requested information.

No, I have not previously submitted the SDV documents specified above to the Purchasing and therefore have enclosed the SDV documents.

Yes, I previously submitted the SDV documents specified above within the past five (5) years to the Purchasing.

Date SDV Documents were Submitted: _____

Previous Proposal/Contract Number for Which the SDV Documents were Submitted:

(if applicable and known)

(NOTE: If the proposed SDVE and SDV are listed on the Purchasing SDVE database located at <http://content.oa.mo.gov/sites/default/files/sdvelisting.pdf>, then the SDV documents have been submitted to the Purchasing within the past five [5] years. However, if it has been determined that an SDVE at any time no longer meets the requirements stated above, the Purchasing will remove the SDVE and associated SDV from the database.)

FOR STATE USE ONLY

SDV Documents - Verification Completed By:

Buyer

Date

EXHIBIT K**BUSINESS ENTITY CERTIFICATION, ENROLLMENT DOCUMENTATION,
AND AFFIDAVIT OF WORK AUTHORIZATION****BUSINESS ENTITY CERTIFICATION:**

The vendor must certify their current business status by completing either **Box A** or **Box B** or **Box C** on this Exhibit.

<u>BOX A:</u>	To be completed by a non-business entity as defined below.
<u>BOX B:</u>	To be completed by a business entity who has not yet completed and submitted documentation pertaining to the federal work authorization program as described at http://www.uscis.gov/e-verify .
<u>BOX C:</u>	To be completed by a business entity who has current work authorization documentation on file with a Missouri state agency including Division of Purchasing.

Business entity, as defined in section 285.525, RSMo, pertaining to section 285.530, RSMo, is any person or group of persons performing or engaging in any activity, enterprise, profession, or occupation for gain, benefit, advantage, or livelihood. The term "business entity" shall include but not be limited to self-employed individuals, partnerships, corporations, contractors, and subcontractors. The term "business entity" shall include any business entity that possesses a business permit, license, or tax certificate issued by the state, any business entity that is exempt by law from obtaining such a business permit, and any business entity that is operating unlawfully without such a business permit. The term "business entity" shall not include a self-employed individual with no employees or entities utilizing the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

Note: Regarding governmental entities, business entity includes Missouri schools, Missouri universities (other than stated in Box C), out of state agencies, out of state schools, out of state universities, and political subdivisions. A business entity does not include Missouri state agencies and federal government entities.

BOX A – CURRENTLY NOT A BUSINESS ENTITY

I certify that _____ (Company/Individual Name) **DOES NOT CURRENTLY MEET** the definition of a business entity, as defined in section 285.525, RSMo pertaining to section 285.530, RSMo as stated above, because: (check the applicable business status that applies below)

- I am a self-employed individual with no employees; **OR**
- The company that I represent employs the services of direct sellers as defined in subdivision (17) of subsection 12 of section 288.034, RSMo.

I certify that I am not an alien unlawfully present in the United States and if _____ (Company/Individual Name) is awarded a contract for the services requested herein under _____ (RFP Number) and if the business status changes during the life of the contract to become a business entity as defined in section 285.525, RSMo pertaining to section 285.530, RSMo then, prior to the performance of any services as a business entity, _____ (Company/Individual Name) agrees to complete Box B, comply with the requirements stated in Box B and provide the Division of Purchasing with all documentation required in Box B of this exhibit.

Authorized Representative's Name (Please Print)

Authorized Representative's Signature

Company Name (if applicable)

Date

EXHIBIT K, continued

(Complete the following if you DO NOT have the E-Verify documentation and a current Affidavit of Work Authorization already on file with the State of Missouri. If completing Box B, do not complete Box C.)

BOX B – CURRENT BUSINESS ENTITY STATUS

I certify that _____ (Business Entity Name) **MEETS** the definition of a business entity as defined in section 285.525, RSMo pertaining to section 285.530.

Authorized Business Entity Representative's Name (Please Print)

Authorized Business Entity Representative's Signature

Business Entity Name

Date

E-Mail Address

As a business entity, the vendor must perform/provide each of the following. The vendor should check each to verify completion/submission of all of the following:

- Enroll and participate in the E-Verify federal work authorization program (Website: <http://www.uscis.gov/e-verify>; Phone: 888-464-4218; Email: e-verify@dhs.gov) with respect to the employees hired after enrollment in the program who are proposed to work in connection with the services required herein;
AND
- Provide documentation affirming said company's/individual's enrollment and participation in the E-Verify federal work authorization program. Documentation shall include EITHER the E-Verify Employment Eligibility Verification page listing the vendor's name and company ID OR a page from the E-Verify Memorandum of Understanding (MOU) listing the vendor's name and the MOU signature page completed and signed, at minimum, by the vendor and the Department of Homeland Security – Verification Division. If the signature page of the MOU lists the vendor's name and company ID, then no additional pages of the MOU must be submitted;
AND
- Submit a completed, notarized Affidavit of Work Authorization provided on the next page of this Exhibit.

EXHIBIT K, continuedAFFIDAVIT OF WORK AUTHORIZATION:

The vendor who meets the section 285.525, RSMo, definition of a business entity must complete and return the following Affidavit of Work Authorization.

Comes now _____ (Name of Business Entity Authorized Representative) as _____ (Position/Title) first being duly sworn on my oath, affirm _____ (Business Entity Name) is enrolled and will continue to participate in the E-Verify federal work authorization program with respect to employees hired after enrollment in the program who are proposed to work in connection with the services related to contract(s) with the State of Missouri for the duration of the contract(s), if awarded in accordance with subsection 2 of section 285.530, RSMo. I also affirm that _____ (Business Entity Name) does not and will not knowingly employ a person who is an unauthorized alien in connection with the contracted services provided under the contract(s) for the duration of the contract(s), if awarded.

In Affirmation thereof, the facts stated above are true and correct. (The undersigned understands that false statements made in this filing are subject to the penalties provided under section 575.040, RSMo.)

Authorized Representative's Signature

Printed Name

Title

Date

E-Mail Address

E-Verify Company ID Number

Subscribed and sworn to before me this _____ of _____, I am
(DAY) (MONTH, YEAR)
commissioned as a notary public within the County of _____, State of
(NAME OF COUNTY)
_____, and my commission expires on _____.
(NAME OF STATE) (DATE)

Signature of Notary

Date

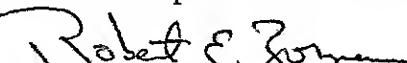
EXHIBIT L

Certification Regarding
Debarment, Suspension, Ineligibility and Voluntary Exclusion
Lower Tier Covered Transactions

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98 Section 98.510, Participants' responsibilities. The regulations were published as Part VII of the May 26, 1988, Federal Register (pages 19160-19211).

(BEFORE COMPLETING CERTIFICATION, READ INSTRUCTIONS FOR CERTIFICATION)

- (1) The prospective recipient of Federal assistance funds certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Mother's Refuge	794488718
Company Name	DUNS # (if known)
Robert E. Zornes	Executive Director
Authorized Representative's Printed Name	Authorized Representative's Title
	August 10, 2016
Authorized Representative's Signature	Date

Instructions for Certification

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the DOL.
6. The prospective recipient of Federal assistance funds further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may but is not required to check the List of Parties Excluded from Procurement or Nonprocurement Programs.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntary excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

EXHIBIT M**MISCELLANEOUS INFORMATION****Outside United States:**

If any products and/or services offered under this RFP are being manufactured or performed at sites outside the United States, the vendor MUST disclose such fact and provide details in the space below or on an attached page.

Are any of the vendor's proposed products and/or services being manufactured or performed at sites outside the United States?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, do the proposed products/services satisfy the conditions described in section 4, subparagraphs 1, 2, 3, and 4 of Executive Order 04-09? (see the following web link: http://s1.sos.mo.gov/CMSImages/Library/Reference/Orders/2004/eo_04_009.pdf)	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If YES, mark the appropriate exemption below, and provide the requested details:		
1. <input type="checkbox"/> Unique good or service. <ul style="list-style-type: none"> • EXPLAIN: _____ 2. <input type="checkbox"/> Foreign firm hired to market Missouri services/products to a foreign country. <ul style="list-style-type: none"> • Identify foreign country: _____ 3. <input type="checkbox"/> Economic cost factor exists <ul style="list-style-type: none"> • EXPLAIN: _____ 4. <input type="checkbox"/> Vendor/subcontractor maintains significant business presence in the United States and only performs trivial portion of contract work outside US. <ul style="list-style-type: none"> • Identify maximum percentage of the overall value of the contract, for any contract period, attributed to the value of the products and/or services being manufactured or performed at sites outside the United States: <u> </u> % • Specify what contract work would be performed outside the United States: _____ 		

Employee/Conflict of Interest:

Vendors who are elected or appointed officials or employees of the State of Missouri or any political subdivision thereof, serving in an executive or administrative capacity, must comply with sections 105.450 to 105.458, RSMo, regarding conflict of interest. If the vendor or any owner of the vendor's organization is currently an elected or appointed official or an employee of the State of Missouri or any political subdivision thereof, please provide the following information:

Name and title of elected or appointed official or employee of the State of Missouri or any political subdivision thereof:	None
If employee of the State of Missouri or political subdivision thereof, provide name of state agency or political subdivision where employed:	N/A
Percentage of ownership interest in vendor's organization held by elected or appointed official or employee of the State of Missouri or political subdivision thereof:	0 %

EXHIBIT M, continued**Registration of Business Name (if applicable) with the Missouri Secretary of State:**

The vendor should indicate the vendor's charter number and company name with the Missouri Secretary of State. Additionally, the vendor should provide proof of the vendor's good standing status with the Missouri Secretary of State. If the vendor is exempt from registering with the Missouri Secretary of State pursuant to section 351.572, RSMo., identify the specific section of 351.572 RSMo., which supports the exemption.

<i>Charter Number (if applicable)</i> N00036786	<i>Company Name</i> Mother's Refuge
If exempt from registering with the Missouri Secretary of State pursuant to section 351.572 RSMo., identify the section of 351.572 to support the exemption:	

Mother's Refuge

Organizational Chart 2016

Board of Directors,
Cindy Cotterman – President, Ed Minor – Vice President, Betty Allen – Treasurer,
Doug Horn – Secretary, Ramona Cook, Brett Gordon, Dave Domsch

Executive Director,
Robert Zornes

Program Director,
Angel McDonald

Program Manager,
Kimberlee Peppers

Case Manager,
Julie Johnson

House Parents,

Jennifer Smith, LaKeisha Davis, Daisy Alyssa Donley, Gaumat, Kelly Hedgpeth, Cynthia Holman, Grace Horn, Krista Lopez, Melissa Martin, Stefani Parton, Linda Ryan, Michele Shultz, Rhonda Smith

Education Coordinator,
Cassie Lara

Teachers,
Volunteers



Supplier Activity : RFPSS30034901700042 - Alternatives to Abortion Program Services for Office of Administration (Formal)

State of Missouri ▾ Karen Herman ▾

Show Vendors who have Viewed Solicitation

Show All Vendors

 Check All Uncheck All

Notify selected suppliers

Show All <input checked="" type="checkbox"/> entries	
Select	Vendor Name
<input type="checkbox"/>	A Plus In-Home Wellness LLC
<input type="checkbox"/>	Adoption and Foster Care Coalition of MO
<input type="checkbox"/>	Affordable & Excellent Home Health Care
<input type="checkbox"/>	Alliance for Life - Missouri Inc.
<input type="checkbox"/>	Benjamin Foods LLC
<input type="checkbox"/>	Caregivers World Inc.
<input type="checkbox"/>	Catholic Charities of Southern Missouri
<input type="checkbox"/>	Child Center - Marygrove

Search: <input type="text"/>							
Select	Vendor Name	Solicitation First Viewed	Document(s) Accepted	Last Document Download Attempt	Addenda Viewed	Addendum Document(s) Accepted	Last Addendum Document(s) Download Attempt
<input type="checkbox"/>	A Plus In-Home Wellness LLC	Aug 3, 2016 11:40 AM CDT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Adoption and Foster Care Coalition of MO	Jul 18, 2016 9:35 AM CDT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Aug 11, 2016 2:08 PM CDT [1 OF 2]	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Affordable & Excellent Home Health Care	Jul 26, 2016 3:52 PM CDT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Alliance for Life - Missouri Inc.	Jul 18, 2016 10:24 AM CDT	Aug 17, 2016 9:52 AM CDT [11 OF 11]	Aug 17, 2016 1:05 PM CDT	Aug 25, 2016 8:40 PM CDT [2 OF 2]	Aug 25, 2016 9:00 PM CDT [4 OF 4]	Aug 18, 2016 4:12 PM CDT [9 OF 9]
<input type="checkbox"/>	Benjamin Foods LLC	Jul 18, 2016 1:57 PM CDT	<input checked="" type="checkbox"/>	Jul 18, 2016 1:57 PM CDT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Caregivers World Inc.	Jul 18, 2016 9:19 AM CDT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
<input type="checkbox"/>	Catholic Charities of Southern Missouri	Aug 15, 2016 3:24 PM CDT	Aug 19, 2016 10:50 AM CDT [11 OF 11]	Aug 19, 2016 2:06 PM CDT [2 OF 2]	Aug 26, 2016 10:51 AM CDT [3 OF 4]	Aug 19, 2016 2:06 PM CDT [2 OF 2]	Aug 26, 2016 2:11 PM CDT [9 OF 9]
<input type="checkbox"/>	Child Center - Marygrove	Jul 16, 2016 11:13 PM CDT	<input checked="" type="checkbox"/>	Jul 16, 2016 11:13 PM CDT	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>

Select	Vendor Name	Solicitation First Viewed	Document(s) Accepted	Last Document Download Attempt	Addenda Viewed	Attendee Document(s) Accepted	Last Addendum Document(s) Download Attempt	Submitted Response
<input type="checkbox"/>	Close To Home Independent Living Skills✓	Jul 26, 2016 7:45 PM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	CSG Government Solutions✓	Aug 11, 2016 3:31 PM CDT	✗	✗	Aug 11, 2016 3:31 PM CDT [1 OF 2]	✗	✗	✗
<input type="checkbox"/>	Express Home Care LLC✓	Jul 22, 2016 10:14 AM CDT	✗	Aug 4, 2016 3:02 PM CDT	✗	✗	✗	✗
<input type="checkbox"/>	Faith Maternity Care✓	Aug 25, 2016 1:29 PM CDT [11 OF 11]	✗	Aug 25, 2016 3:06 PM CDT [2 OF 2]	Aug 25, 2016 3:18 PM CDT [4 OF 4]	Aug 25, 2016 3:07 PM CDT	Aug 26, 2016 10:46 AM CDT [9 OF 9] [1] = 28	
<input type="checkbox"/>	GV Traindrem Consulting✓	Jul 25, 2016 11:15 AM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	I Regina Gaurdine✓	Jul 15, 2016 7:30 PM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	KM Group LLC✓	Aug 2, 2016 10:50 AM CDT	✗	Aug 2, 2016 10:50 AM CDT	✗	✗	✗	✗
<input type="checkbox"/>	Laclede County Pregnancy Support Center✓	Jul 27, 2016 2:09 PM CDT [11 OF 11]	✗	Aug 19, 2016 1:49 PM CDT	Aug 25, 2016 2:34 PM CDT [2 OF 2]	Aug 25, 2016 3:17 PM CDT [4 OF 4]	Aug 25, 2016 3:19 PM CDT [9 OF 9] [1] = 2	
<input type="checkbox"/>	Lutheran Family and Childrens Services of Missouri✓	Jul 18, 2016 8:51 AM CDT	✗	Jul 18, 2016 8:57 AM CDT [11 OF 11]	Jul 18, 2016 8:57 AM CDT	Aug 25, 2016 2:32 PM CDT [2 OF 2]	Aug 25, 2016 2:40 PM CDT [4 OF 4]	Aug 26, 2016 9:20 AM CDT [9 OF 9]
<input type="checkbox"/>	Midwest Foundation Supply✓	Jul 22, 2016 2:08 PM CDT	✗	✗	✗	✗	✗	✗
<input type="checkbox"/>	Mothers Refuge✓	Aug 2, 2016 2:10 PM CDT [11 OF 11]	✗	Aug 22, 2016 1:56 PM CDT	Aug 11, 2016 2:37 PM CDT [1 OF 2]	Aug 11, 2016 2:55 PM CDT [3 OF 4]	Aug 22, 2016 2:07 PM CDT [9 OF 9] [1] = 25	
<input type="checkbox"/>	Nurses for Newborns✓	Jul 16, 2016 3:39 PM CDT	✗	Jul 19, 2016 2:23 PM CDT [11 OF 11]	Aug 23, 2016 3:52 PM CDT	Aug 11, 2016 2:12 PM CDT [2 OF 2]	Aug 26, 2016 2:16 PM CDT [9 OF 9] [1] = 0	

Select	Vendor Name	Solicitation First Viewed	Document(s) Accepted	Last Document Download Attempt	Addenda Viewed	Addendum Document(s) Accepted	Last Addendum Document(s) Download Attempt	Submitted Response
<input type="checkbox"/>	OAKWOOD PACKAGING COMPANY,✓	Aug 22, 2016 3:59 PM CDT	✗	✗	✗	3:59 PM CDT [1 OF 2]	Aug 22, 2016 3:59 PM CDT	✗
<input type="checkbox"/>	Parthenia M Reading,✓	Aug 20, 2016 3:06 PM CDT	✗	✗	✗	Aug 20, 2016 3:06 PM CDT [1 OF 2]	Aug 20, 2016 3:06 PM CDT	✗
<input type="checkbox"/>	Repucare, Inc.,✓	Jul 18, 2016 9:18 AM CDT	✗	✗	✗	Aug 25, 2016 9:46 PM CDT [2 OF 2]	Aug 25, 2016 9:46 PM CDT	✗
<input type="checkbox"/>	Saam,✓	Jul 15, 2016 7:19 PM CDT	✗	✗	✗	Aug 25, 2016 9:46 PM CDT	Aug 25, 2016 9:46 PM CDT	✗
<input type="checkbox"/>	SSM Health DePaul Hospital - St Louis,✓	Aug 2, 2016 1:11 PM CDT	✗	✗	✗	Aug 25, 2016 3:29 PM CDT [4 OF 4]	Aug 25, 2016 3:29 PM CDT	✗
<input type="checkbox"/>	Taylor Consulting LLC,✓	Jul 16, 2016 8:21 AM CDT	✗	✗	Jul 16, 2016 8:21 AM CDT	✗	Aug 25, 2016 3:29 PM CDT	✗
<input type="checkbox"/>	Tech Electronics, Inc.,✓	Aug 3, 2016 11:47 AM CDT	✗	✗	✗	Aug 25, 2016 3:29 PM CDT	Aug 25, 2016 3:29 PM CDT	✗
<input type="checkbox"/>	The Haven of Grace,✓	Jul 19, 2016 9:56 AM CDT	[11 OF 11]	Aug 17, 2016 2:36 PM CDT	Aug 25, 2016 2:36 PM CDT [2 OF 2]	Aug 25, 2016 3:29 PM CDT [4 OF 4]	Aug 25, 2016 3:29 PM CDT	10:19 AM CDT [9 OF 9]
<input type="checkbox"/>	The LIGHT House Inc.,✓	Aug 12, 2016 7:21 AM CDT	[11 OF 11]	Aug 25, 2016 3:11 PM CDT	Aug 25, 2016 2:56 PM CDT [2 OF 2]	Aug 25, 2016 3:11 PM CDT [4 OF 4]	Aug 25, 2016 3:05 PM CDT	2:20 PM CDT [9 OF 9]
<input type="checkbox"/>	Washington County Community 2000 Partnership, Inc.,✓	Jul 18, 2016 4:56 PM CDT	✗	✗	✗	✗	✗	0 = 0

Showing 1 to 30 of 30 Vendors

[First](#) [Previous](#) [1](#) [Next](#) [Last](#)

Note: A date in the Accepted Document(s) indicates that the vendor has accepted one or more of the documents. A date in the Accepted Addendum(s) column tracks the last time the vendor has accepted an addendum document(s). Activity for vendors responding via fax or paper cannot be represented on this screen.